1. Review and adoption of December 18, 2003 agenda
2. Review and adoption of previous meeting minutes
   a. December 4, 2003
3. Old Business
   a. School of Education
      i. ED 397  Current Issues in Special Education CG
   b. Alpha numeric standard
   c. Sciences, Math and Vocational Technology
      i. BI 225  Basic Microbiology CG
      ii. BI 251  Human Anatomy and Physiology I CG
      iii. BI 252  Human Anatomy and Physiology II  CG
      iv. Audio Video Production IDP
      v. Natural Resources Management IDP
   d. School of Education
      i. Related Services Technician ICP
      ii. TESL/TFL IEP
4. New Business
   a. Sciences and Math
      i. MA 132  Intermediate Algebra CG
   b. Name typed in on signature block on all ICP/IDP
   c. Human Performance and Athletics
      i. PE 128  Baseball and Softball Skills CG
      ii. PE 150  Beginning International Folk Dancing CG
      iii. PE 228  Basketball Level 1 Coaching CG
      iv. PE 280  Applied Kinesiology CG
5. Other Issues
   a. Course guide template
   b. Declaring majors
6. Schedule of next meeting

**Members present:** Vince Riley representing Tom Colton – Languages & Humanities, Jerome Ierome – Human Performance & Athletics, Glenn Keaton – Sciences & Math, Lynda Rowe – Social Sciences and Fine Arts, and Jeff Willden – Business. Lourdes Villazon as recorder.

**Members absent:** Ed Lieberman – School of Education, and Lois Gage - Nursing

**Staff and Faculty:** None

Academic Council Chair Glenn Keaton called the meeting to order at 1:19 pm.

1. **Agenda**
   The agenda was accepted without changes.

2. **Minutes**
The December 4, 2003 minutes were accepted without changes.

3. Old Business

a. School of Education

i. ED 397 Current Issues in Special Education CG
   Item tabled.

b. Alpha numeric standard

The council discussed renumbering the alpha numeric for MA132. Currently MA132 is recognized as a three credit course by alpha numeric, however; its contents do not meet the requirements of a three credit course. More discussion at the next meeting.

c. Sciences, Math and Vocational Technology

i. BI 225 Basic Microbiology CG
   It was moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **BI225 “Basic Microbiology”** with pending changes.

ii. BI 251 Human Anatomy and Physiology I CG
   It was moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **BI251 “Human Anatomy and Physiology I”** with pending changes.

iii. BI 252 Human Anatomy and Physiology II CG
   It was moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **BI252 “Human Anatomy and Physiology II”** with pending changes.

iv. Audio Video Production IDP
   The council recommended for the department to resubmit the Audio Video Production IDP with corresponding course guides.

v. Natural Resources Management IDP
   Item tabled.

d. School of Education

i. Related Services Technician ICP
   Item tabled.
ii. TESL/TFL IEP
   Item tabled.

4. New Business
   a. Sciences and Math
      i. MA 132  Intermediate Algebra CG
         Item tabled.
   b. Name typed in on signature block on all ICP/IDP
      Item tabled.
   c. Human Performance and Athletics
      i. PE 128  Baseball and Softball Skills
      ii. PE 150  Beginning International Folk Dancing
      iii. PE 228  Basketball Level 1 Coaching
      iv. PE 280  Applied Kinesiology
         Items tabled.

5. Other Issues
   a. Course guide template
      Item tabled.
   b. Declaring Majors
      Item tabled.

6. Schedule of next meeting
   The next meeting is scheduled for December 22, 2003 at 1:00pm.
   The meeting adjourned at 2:25pm.