Tech II DCC Meeting Minutes  
Date: 01-15-16, Start Time: 9:00 am  
Location: Building 2, Room 303

Present:  
☑️ Sally Dunan, ☑️ Rheta Kuwahara-Fujita, ☑️ Eric Lagrimas,  
☑️ Jim Poole, ☑️ Sandy Sanpei

Absent: Oscar Diaz, Scott Parry

The following proposals were reviewed along with the actions taken:

1. ECED  
Proposal: Program Mod

   - ECED 215

   Discussion: Switch ECED 215 to ECED 115 to fall in line with other CC Programs. Recommended prep not referenced in current catalog. Program Mod needed.

   Action: Sandy move to table until corrections are made. Rheta to provide .pdf of corrections. All members approve.

2. COSME  
Proposal: Program Mod

   - COSME 20, 21L, 60 & 61L

   Discussion: Jim suggests to combine proposals and change pre-req to HS diploma. Recommendation was made to ask counselors regarding program prereqs for entry to program.

   Action: Sandy proposed motion to approve COSME proposals. Sally seconds, all members approve.

3. CENT  
Proposal: Program Mod
- CENT 228
- CENT 231

**Action:** Sandy proposed motion to approve CENT proposals. Rheta seconds, all members approve.

The following items were also discussed:

-FT90 Proposal
  Special courses update: Committee would like to see a description for special subjects on transcripts for potential employers. A suggestion was made to create a certificate of completion or letter of completion (by the program) for these special subjects. The program would need to keep a record of all classes students have taken. ECE program keeps a record of PACE workshops completed by students.

  Jim to follow-up with Joy on any updates.

Meeting adjourned at 10:05 am

Notes respectfully submitted by Eric Lagrimas