I. Call to Order
Chair Alison Delong called meeting to order at 1:00 p.m.

Members in attendance:
Alison DeLong, Joanna Fulbright, and Tracie Morris.

Nonmembers in attendance:
Katie Wilson

Members not in attendance
Katie Wilson

II. Approve Minutes of Last Meeting
Motion made by Brad Hollaway to approve the minutes from the September 25, 2009 meeting. Minutes approved with no objections.

III. Old Business
a. Faculty Lunch Meeting on October 23
   The consensus of the faculty council members was that the meeting was successful. Due to the scheduling of three presenters, there was a time constraint issue. Suggestions were to have another meeting in the spring without presenters being scheduled, strictly an open forum meeting.

IV. New Business
a. HIM Curriculum Proposal
Curriculum Committee had approved the placement of the Certificate of Proficiency in Medical Office Administration under the AAS-BT program. The concerns were the demand for the certificate and the availability of the classes outside the business department. After discussing the concerns, Trish Miller made a motion to accept the proposal and Mary Ellen Hawkins cast the second. There were no objections.

b. AA Degree Plan Course Sequence
The possible electives on the AA Degree Plan Course Sequence is a major concern. The concerns are with the following classes with students who score low in their reading and writing on their entrance test.

1. Communications - Concerns with writing component of the class.
2. Fine Arts - Concerns with reading component of the class.
3. Computer Basics - Concerns that this is not a College course. The students can take Computer Information Systems.
4. Fitness classes - concerns with the reading and writing components in the Concepts of Physical Activity and with Personal Health and Wellness.

c. Faculty of the year voting guidelines.
This is a continuation of Old Business from Spring 09. The process of nomination changed in Spring 09 to include a written nomination explaining the reason for the nomination. The recommendation is to change the nomination process to be completed. The recommendation is to also move the voting process online.

d. Committee Reports: No report from any of the sub-committees.

V. Adjourn
Chris Lorch made the motion to adjourn at 10:45. There were no objections.
Jeremy Nicholson made the motion to adjourn at 10:35. There were no objections.
Correction made 01/14/2009 by TM