I. Approval of the minutes for the meeting on October 3, 2012

II. ACTION ITEMS

A) Approval of Consent Agenda: No Items

B) Second Readings:

1) Course Revision Item 1213-56  ART 131: Freehand Drawing II
   Description Change
   Revise content and update text.

2) Course Revision Item 1213-57  FTEC 045: Firefighter Entrance
   Examination Techniques
   Description Change

3) Course Revision Item 1213-58  FTEC 101: Firefighter Protection
   Organization
   Revise content and update text.

4) Course Revision Item 1213-59  FTEC 121: Emergency Response
   Revise content and update text.

5) Request to Offer a Course via Distance Education (Hybrid) Item 1213-60
   FTEC 121: Emergency Response

6) Certificate Change Item 1213-61  Income Tax Preparer – Certificate of Skills
   Proficiency
   Unit Change: FROM: 5.5 Units
   TO: 6 Units
   (ACCT 097 has increased by .5 units)

C) First Readings: No Items
III. **UNFINISHED BUSINESS**

IV. **DISCUSSION ITEMS/ATTACHMENTS**
   - Guest Speaker – Michelle Pilati

V. **ADJOURNMENT**