I. Call to Order
Dan Ripley, Chair, called the meeting to order.

II. Roll Call
Members Present: Julie Frumkin, Kenna Hillman, Ross Miyashiro, Dan Ripley, Winford Sartin

Members Absent: Sheree King, Jannie MacKay, Frank Madrigal, Susan Radloff, Gary Scott, Ingrid Wollank

III. Approval of Minutes
The minutes from February 11, 2009 were approved.

IV. Approval of Agenda
The agenda was approved.

V. Public/Faculty Comment
No comment.

VI. Unfinished Business
A. Update on the use of Discrimination Language in Administrative Regulations
Dan Ripley requested rationale from Cindy Vyskocil, Associate Vice President of Human Resources, regarding legal language established in Administrative Regulations 4003 on Change of Grades. It was recommended that the language not be included in other 4000 band regulations. The subcommittee had conflicting views and will discuss the issue with the Curriculum Committee Chair and the Academic Senate President.

B. Update on Administrative Regulations 4012 on Academic Freedom and 4009 on Philosophy of General Education
1. 4012 on Academic Freedom
Winford Sartin reported that the workgroup formed by the Academic Senate to review and update the Statement of Professional Ethics is close to completing its charge. The statement is part of Administrative Regulations 4012 on Academic Freedom.

The subcommittee considered if terms referring to faculty in Administrative Regulations 4012 were up to date. Winford will discuss this issue with Human Resources.

2. 4009 on Philosophy of General Education
Kenna Hillman reported that the workgroup to draft new Policy and Administrative Regulations on Philosophy of General Education will
schedule a meeting, Ross Miyashiro will research other colleges for similar regulations and report to the workgroup.

C. **Review Administrative Regulations 4020 on Attendance**
   Ross Miyashiro submitted a change proposal for Administrative Regulations 4020 on Attendance for consistency with state codes and the California Community Colleges Student Accounting Manual. Revisions would include: separating census reporting from classroom attendance; adding a section on tardiness for students and faculty; and adding a section on overlapping classes. The subcommittee discussed the proposal. Ross will submit the regulations with revisions.

VII. **Announcements**
   No announcements.

VIII. **Next Meeting**
   The next meeting is scheduled on April 8, 2009, at 2:00 p.m., in the Valhalla Room.

IX. **Adjournment**
   The meeting was adjourned at 4:10 p.m.