I. Call to Order  
Kristin Hartford, Chair, called the meeting to order.

II. Roll Call  
**Members Present:** Nancy Allen, Patty Bucho, Jordan Fabish, Kristin Hartford, Farley Herzek, John Hugunin, Brent Sears, Jim Steele  
**Guests:** Joe Danner, DeWayne Sheaffer  
**Members Absent:** Paul Creason, Jan Quinn-Weyant

III. Approval of Minutes  
The minutes of December 15, 2008 were approved.

IV. Approval of Agenda  
The agenda was approved with the addition of a second Counseling Equivalency Application.

V. Equivalency Statements  
A. Counseling  
This item was not discussed.

B. Earth Science  
Joe Danner submitted an Earth Science Equivalency Statement which was m/s/u (Nancy Allen / Jim Hugunin) approved.

 Master’s degree (such as one in geosciences, earth and planetary science, or geochemistry) which has a similar course content as those required to meet the state minimum qualifications in the area of geology, earth sciences, meteorology, oceanography, paleontology.

VI. Equivalency Applications  
A. Counseling  
DeWayne Sheaffer submitted a Counseling Equivalency Application for Michael Jules which was m/s/u (Nancy Allen / Jim Steele) approved.

 DeWayne Sheaffer submitted a Counseling Equivalency Application for Cassandra Bailey; however, it was withdrawn because it did not meet minimum qualifications.

B. Earth Science  
Joe Danner submitted an Earth Science Equivalency Application for Georgia Cunradi which was m/s/u (Farley Herzek / John Hugunin) approved.
VI. **Announcements**

The Academic Senate inquired if equivalency statements and applications were accepted at the same meeting. Kristen Hartford stated that although statements and applications are submitted at the same meeting decisions are made independent of each other.

VII. **Next Meeting**

The next meeting is scheduled for February 23, 2009, at 3:30 p.m., in Room D163. Meetings will be added or cancelled as needed.

VIII. **Adjournment**

The meeting was adjourned at 4:20 p.m.