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

II. **Roll Call**
**Members Present:** Nancy Allen, Patty Bucho, Paul Creason, Jordan Fabish, Kristin Hartford, John Hugunin, Brent Sears, Jim Steele, Jan Quinn-Weyant

**Guest:** Cathy Crane

**Member Excused:** Farley Herzek

III. **Approval of Minutes**
The minutes of September 22, 2008 were approved.

IV. **Approval of Agenda**
The agenda was approved with the addition of VI. *Equivalency Process.*

V. **Equivalency Application**
A. **Film**
   Cathy Crane submitted a Film Equivalency Application for Linus Lau, which was m/s/u (Jordan Fabish / Nancy Allen) approved.

VI. **Equivalency Process**
At the last meeting the committee considered requesting that Human Resources verify applicants that are considered routine. Kristin Hartford researched a 2006 Academic Senate for California Community Colleges paper in regards to the equivalency process. It stated that all decisions are to be made by the Equivalency Committee.

VII. **Announcements**
Jan Quinn-Weyant was welcomed to the committee.

VIII. **Next Meeting**
The next meeting is scheduled for December 15, 2008, at 3:30 p.m., in Room D163. Meetings will be added or cancelled as needed.

IX. **Adjournment**
The meeting was adjourned at 3:50 p.m.