

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Approval of January 24, 2013 Meeting Minutes</b>	<p>Dr. Endrijonas welcomed everyone to DTRW-I and the meeting commenced at 1:05 pm.</p> <p>The meeting notes were approved with amendments. No abstentions.</p>			

**CURRICULUM**

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	<p>reviewed at DCAA 1.31.13 and sent back to DTRW-I. The title change will now include “and Proficiency Award.” There was discussion regarding reciprocity and second degrees and the exceptions to those rules. There will be a revision to the 2<sup>nd</sup> page of administrative procedure to reflect “Counseling Office” to be consistent throughout the document. Ms. Nusser will make the edits and agendize for the February 28 DCAA meeting. Only the clean copy will be presented. This item will go to the Curriculum Committees as an information item.</p>	<p>Make edits to AP 4100 and agendize for 2.28.13 DCAA meeting</p>	<p>2.22.13</p>	
	<p><b>BP4022 Course Approval</b>            Research will be conducted regarding non-degree and degree applicable credit courses and whether they should be included in the administrative procedure. Mr. Sanchez and Dr. Endrijonas will bring back comments after comparison with other community college policies and procedures. An administrative procedure shall be developed as there is no current AP in BoardDocs.</p>	<p>Research other community college policy/procedure models for course approval             Develop draft of AP 4022</p>		
	<p><b>Discussion: Development of AP/BP on Repeatability, Title 5, Section 55000 Policy/Procedure Review (Gloria Arevalo)</b>            Ms. Arevalo provided Title 5 section 55041. Ms. Nusser will pull the CCLC model and agendize for March 7 DTRW-I meeting.</p>	<p>Pull CCLC version for Repeatability and agendize for 3.07.13 DTRW-I meeting</p>		
	<p><b>BP/AP 4102 Occupational/Vocational Technical Programs</b> – agendize for March</p>	<p>BP/AP 4102 – agendize for</p>		

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	7 meeting	3.07.13 DTRW-I meeting		
<b>Next Meeting Date:</b>	March 7, 2013 – 1 pm, Oxnard College, President’s Conference Room			