

## 2025-26 Members

**Chair:** David Hurst (English) **Members present:** Donal Howell (Automotive Technology); Shane Souza (Industrial Maintenance); Catherine Medrano (Sociology); Erik Arteaga (Biology); Matt McGill (Welding); Craig Arnold (Business)

## Meeting Minutes

**Friday, April 10, 2026, 9:30am – 11:00am, Sequoia 13**

Zoom Link: [https://cos-edu.zoom.us/rec/share/2kF\\_Vf7YWjuZdN6h9b8HA1qx7Zfpm\\_LuRo9d-IjibVotmmDQrQ7dNes8nkTnNcjs.ILEre6jXxSnANva4?startTime=1775839002000](https://cos-edu.zoom.us/rec/share/2kF_Vf7YWjuZdN6h9b8HA1qx7Zfpm_LuRo9d-IjibVotmmDQrQ7dNes8nkTnNcjs.ILEre6jXxSnANva4?startTime=1775839002000)

Call to Order: 9:34 am

### Public Comments (3 minutes/speaker, 10 minutes total)

There were no public comments for items on or off the agenda:

### Action Items

1. Minutes from 3/20/2026 (MSA)
2. Bylaws Changes (Tabled to next meeting).
3. Appointment of Vice Chair (Tabled with above)  
Discussion centered on how the position of Vice Chair would be paid, as there is no option for release time. Chair is to research and report.

### Chair Report

AP 7211 was approved in Senate and has been submitted as a first read to District Governance Senate.

### Information Items

There were no information items.

### Discussion Items

1. Revision of the Master's application packet  
In discussion, there was broad approval of structuring the fillable template roughly the same as the Non-Master's template. Further discussion addressing work experience suggested modifying the template slightly to include a form field for teaching and/or teaching-related work experience. There was some discussion that applicants could include TA or similar experience to fill out the education requirements of a Master's. A form filed was discussed to allow for listing relevant courses taught with years/months and institution. It was generally agreed that people relying primarily on teaching experience would be evaluated as an eminence claim.

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#### 2025-26 Initiatives:

1. Produce an informational slideshow on applying for equivalency at Sequoias Community College District
2. Create and revise fillable forms and consolidate forms and instructions into organized downloadable packets
3. Perform outreach to IC and HR as to procedures and documents, the committee's needs (timelines, etc.), and other information
4. Revise the Equivalency Bylaws and AP to align with current practice and legal requirements
5. Investigate work experience as an option for Master's Equivalency
6. Perform routine tasks (posting agendas, minutes, holding meetings, all required paperwork) as required, including end-of-year assessment for 2024-25

Not Discussed:

2. Faculty Hiring Handbook

**Adjournment:** 10:00 am

In accordance with the Brown Act, the public may access this meeting through the Zoom link above, or at the following addresses and offices:  
ESS 101, COS Visalia Campus, 915 S. Mooney Blvd, Visalia, 93277; COS Tulare Campus, 4999 East Bardsley Ave, Tulare 93274; COS  
Hanford Campus, 925 13<sup>th</sup> Ave, Hanford, CA 93230