



Technical Review Committee

Approved Minutes

October 3, 2017

Meeting Room: 504

1:30 pm – 3:30 pm

1. Call to order	<p>Coordinator Jim DeKloe called the meeting to order at 1:37pm.</p> <ul style="list-style-type: none">- Due to voice recorder malfunction, this meeting was not recorded. Information on this minutes was based on notes taken by VP Williams and Lisa Abbott. Coordinator DeKloe was excused for a portion of this meeting due to a scheduled meeting with the Accreditation team. The meeting continued since quorum was maintained.
2. Roll Call	<p>Jim DeKloe (Chairperson), Lisa Abbott (Analyst), David Williams (VP of Academic Affairs), Curtiss Brown (Articulation Officer), Amy Obegi, Dean Morinec, Deb Berrett, and Jose Cortes.</p> <p>Guest: Dean Neil Glines, Gwen Gallagher, Randy Robertson, Maria Isip-Bautista, Dean Sandy Lamba, and Paul Hidy.</p>
3. Agenda Approval	<p>Dean Morinec motioned to approve the agenda of October 3, 2017. It was seconded by Deb Berrett. The agenda was approved unanimously.</p>
4. Approval of Minutes	<p>Dean Morinec motioned to approve the minutes of September 26, 2017. It was seconded by Deb Berrett.</p>
5. Comments from the Public	<p>There were no comments from the public.</p>
6. Information	<p>There were no items on this section.</p>
7. Consent Items for Curriculum Committee	<p>There were no items on this section.</p>
8. New Course	<p><u>8a. (CP17F-6) ASL 003 American Sign Language 3</u></p> <ol style="list-style-type: none">1. Action on the Requisite:2. Action on the Course: <p>The course and requisite for ASL 003 were approved by the committee unanimously.</p> <p><u>8b. (CP17F-7) ASL 004B American Sign Language 4</u></p> <ol style="list-style-type: none">1. Action on the Requisite:2. Action on the Course: <p>This was a course number change from ASL 004B to ASL 004. The course and requisite were approved unanimously by the committee.</p> <p><u>8c. (CP17F-9) ASL 052A Linguistics of American Sign Language</u></p> <ol style="list-style-type: none">1. Action on the Requisite:2. Action on the Course:

The committee recommended to renumber 001-047 if the course was transferrable to UC. This was a course number change from ASL 052A to ASL 006. The course and requisite were approved unanimously by the committee.

8d. (CP17F-10) ASL 052B Fingerspelling, Classifiers, and Numbers

1. Action on the Requisite:
2. Action on the Course:

This was a course change from ASL 052B to ASL 052. The course and requisite were approved unanimously by the committee.

8e. (CP17F-11) ASL 053 Introduction to American Sign Language Interpreting

1. Action on the Requisite:
2. Action on the Course:

The committee members recommended adding number of words on reading per week for transferability reason. Deb Berrett will be working with Gwen Gallagher to provide assistance in the internship component of the course and the change hours and co-requisite (OCED 090) for the next Curriculum Committee meeting. The course and requisite were approved unanimously by the committee.

8f. (CP17F-12) ASL 054 ASL Interpreting Field Work

1. Action on the Requisite:
2. Action on the Course:

The course and requisite for ASL 054 were approved by the committee unanimously.

8g. (CP17F-13) SJS 001 Introduction to Social Justice Studies

1. Action on the Course:

Jose Cortes motioned to approve SJS 001. It was seconded by Dean Morinec. This will replace SOCS 022 which will affect other programs. Maria will research if this course will be UC and CSU transferable. The motion passed unanimously.

8h. (CP17F-46) MATH 505 Supplemental Instruction: Math

1. Action on the Course:

Randy Robertson stated this was a new non-credit course and he will provide more information on workload hours during Curriculum Committee meeting. The course was approved unanimously by the committee.

9. Course Modification

9a. (CP17F-4) ASL 001 American Sign Language 1: Course Number (046), Program Applicability, TOP code, SAM code, Class Max, Transferability

1. Action on the Course:

This was a course number change from ASL 046 to 001. The course was approved by the committee unanimously.

9b. (CP17F-5) ASL 002 American Sign Language 2: Course Number (047), Program Applicability, Class Max, Transferability, Prerequisite, textbooks

1. Action on the Requisite:
2. Action on the Course:

This was a course number change from ASL 047 to 002. The course and requisite were approved by the committee unanimously.

<p><u>9c. (CP17F-8) ASL 005 Introduction to American Deaf Culture: Course Number (001), SAM code, objectives, Prerequisite, Methods of evaluation, Assignments, Textbooks</u></p> <ol style="list-style-type: none"> 1. Action on the Requisite: 2. Action on the Course: <p>This was a course change from ASL 004B to ASL 005. The course GELO was adjusted to map to SLOs. It had ASL 003 as prerequisite and ASL 004 as an advisory. Students will be allowed to enroll to both classes concurrently. Also, course description was modified to reflect that it will be taught in sign language. The course and requisite were approved unanimously by the committee.</p> <p><u>9d. (CP17F-14) SJS 002 Introduction to Social Studies: Department (SOCS), Number (022), Title, SAM code, Course Description, Objectives, Advisory, Assignments, Content, Textbooks</u></p> <ol style="list-style-type: none"> 1. Action on the Course: <p>Jose Cortes motioned to approve SJS 002. It was seconded Curtiss. Dean Morinec was opposed to the motion. Three of the voting members were in favor. The motion passed with majority of the vote.</p> <p><u>9e. (CP17F-22) COSM 100 Cosmetology I: Course Description, Other Catalog Information, Objectives, Units, Hours, textbooks</u></p> <p><u>9f. (CP17F-23) COSM 101 Cosmetology II: Other Catalog Info, objectives, Units, Hours, textbooks</u></p> <p><u>9g. (CP17F-24) COSM 102 Cosmetology III: Other Catalog Info, Units, Hours, textbooks</u></p> <ol style="list-style-type: none"> 1. Action on these Courses: <p>Dean Morinec motioned to combine items 9e, 9f, and 9g. It was seconded by Deb Berrett. The hours were adjusted for these courses from an eight-week session calculation to full term and SLOs were updated. The motion to approve these courses passed unanimously.</p> <p><u>9h. (CP17F-31) COSM 106 Cosmetology IV: Other Number (148), Title, Other Catalog Info, Units, Hours, Content</u></p> <ol style="list-style-type: none"> 1. Action on the Course: <p>The course description was modified to indicate students will be given an opportunity to complete their required hours by enrolling in this course. The committee members approved the course unanimously.</p> <p><u>10a. (CP17F-21) ASL 050 Deaf Education</u></p> <p><u>10g. (17F-25) COSM 103A Cosmetology IV</u></p> <p><u>10h. (17F-26) COSM 103B Cosmetology V</u></p> <p><u>10i (CP 17F-27) COSM 104A Esthetics of Skin Care I</u></p> <p><u>10j. (CP 17F-28) COSM 104B Esthetics of Skin Care II</u></p> <p><u>10k. (CP 17F-29) COSM 105A Fundamentals of Esthetics</u></p> <p><u>10l. (VP17F-30) COSM 105B Advanced Fundamentals of Esthetics</u></p> <p><u>10m. (CP 17F-32) COSM 110 Introduction to Cosmetology</u></p> <p><u>10n CP 17F-33) COSM 111 Special Hair Processes</u></p> <p><u>10o (CP17F-34) COSM 112 Basic Hairstyling</u></p> <p><u>10p (CP17F-35) COSM 113 Advanced Hairstyling</u></p> <p><u>10q (CP17F-36) COSM 114 Brush-Up and/or Supplemental Training</u></p> <p><u>10r (CP17F-37) COSM 115 Cosmetology Instructor Training I</u></p> <p><u>10s (CP17F-38) COSM 116 Cosmetology Instructor Training II</u></p>

10. Course Deletion

	<p><u>10t. (CP17F-39) COSM 117 Special Manicurist</u></p> <p><u>10u. (CP17F-40) COSM 175 Cosmetology Education Practicum</u></p> <p>1. Action on these Courses: Dean Morinec motioned to combine 10a and 10q thru 10u and motioned to delete these courses. It was seconded by Jose Cortes. The motion passed unanimously.</p> <p><u>10b. (CP17F-41) AUTB 100 Fundamentals of Auto Body Repair</u></p> <p><u>10c. (CP17F-42) AUTB 101 Spray Paint Theory and Techniques</u></p> <p><u>10d. (CP17F-43) AUTB 102 Automotive Body Panels and Frame Straightening</u></p> <p><u>10e. (CP17F-44) AUTB 103 Advanced Auto Body Repair and Painting</u></p> <p><u>10f. (CP17F-45) AUTB 110 Special Projects</u></p> <p>1. Action on these Courses: Jose Cortes motioned to combine 10a and 10q thru 10u and delete these courses. It was seconded by Dean Morinec. The motion passed unanimously.</p>
11. Curriculum Review	There were no items on this section.
12. New Program	<p><u>12a. (CP17F-15) ASL/English Interpreter Training A.A.</u></p> <p>1. Action on the Program: The members of the committee approved this new program unanimously.</p> <p><u>12b. (CP17F-16) ASL/English Interpreter Training Certificate</u></p> <p>1. Action on the Program: The members of the committee approved this new program unanimously.</p> <p><u>12c. (CP17F-17) Social Justice Studies A.A. – T</u></p> <p>1. Action on the Program: The committee recommended to finalize which school discipline will champion this degree. The members of the committee approved this new program unanimously.</p>
13. Program Modification	<p><u>13a. (CP17F-47) Cosmetology A.S.</u></p> <p>1. Action on the Program: The members of the committee approved this program modification unanimously.</p> <p><u>13b.. (CP17F-48) Cosmetology Certificate</u></p> <p>1. Action on the Program: The members of the committee approved this program modification unanimously.</p>
14. Program Deletion	<p><u>14a. (CP17F-49) Automotive Body and Repair A.S.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p><u>14b. (CP17F-50) Interdisciplinary Studies – Arts and Humanities A.A.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p><u>14c. (CP17F-51) Interdisciplinary Studies – Communication A.A.</u></p> <p>1. Action on the Program:</p>

	<p>The members for the committee approved this program deletion unanimously.</p> <p><u>14d. (CP17F-52) Interdisciplinary Studies – Social Science A.A.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p><u>14e. (CP17F-53) Interdisciplinary Studies – Wellness and Self Development A.A.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p><u>14f. (CP17F-54) University Studies – Arts and Humanities A.A.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p><u>14g. (CP17F-55) University Studies – Communication A.A.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p><u>14h. (CP17F-56) University Studies – Social Justice Science A.A.</u></p> <p>1. Action on the Program: The members for the committee approved this program deletion unanimously.</p> <p>There were no items on this section</p>
15. High School Articulation	
16. Report from Assessment Coordinator	<p>Amy Obegi, Assessment Committee Coordinator, stated that they were experiencing challenges with META. As a result, some courses were not able to move forward with the process/approval. They will be working with Governet to address these problems. She solicited the committee member's opinion on whether they should advocate for grading rubric as part of COR.</p>
17. Report from the Chair	<p>Jim DeKloe left the meeting early to convene with Accreditation team and as a result was not able to provide an update.</p>
18. Report from VP of Academic Affairs	<p>There were no updates from VP David Williams.</p>
19. Report from the Articulation Officer	<p>Curtiss Brown, Articulation Officer, was absent at this meeting.</p>
20. Other	<p>There were no items on this section.</p>
21. Open Discussion	<p>There were no items on this section.</p>
22. Adjournment	<p>The meeting adjourned at 5:05 pm.</p>

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 504 UNLESS OTHERWISE NOTED:

October 3, 2017
October 24, 2017
November 7, 2017
November 21, 2017
December 12, 2017
January 23, 2018
February 6, 2018
February 20, 2018
March 20, 2018
April 17, 2018
May 1, 2018