



Technical Review Committee

Approved Minutes

February 6, 2018

Meeting Room: 743

1:30 pm – 3:30 pm

1. Call to order	Chair Jim DeKloe called the meeting to order at 1:37pm.
2. Roll Call	Jim DeKloe (Chairperson), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), and Jose Cortes.
	Absent: Dean Morinec, Amy Obegi, and Deb Berrett.
	Guest: Ferdinanda Florence.
3. Agenda Approval	Jose Cortes motioned to approve the agenda of February 6, 2018 and add item GE - CDFS 053 Option C on the agenda. It was seconded by Curtiss Brown. The motion passed since two thirds of the vote was obtained.
4. Approval of Minutes	There were only two minutes on the agenda. The minutes of November 21, 2017 was not completed and not included in the meeting packet. Jose Cortes motioned to approve the minutes of January 23, 2018 and November 7, 2017. It was seconded by Curtiss Brown.
5. Comments from the Public	There were no comments from the public.
6. Action Item	6.1 Deletion of CDFS 053 Under Option C – Curtiss Brown. Articulation Officer Curtiss Brown stated that CDFS 053 is not part of the Option C CSU General Education/SCC graduation requirement. Therefore, to be consistent with both options, it is recommended that CDFS 053 be removed; otherwise students will need to take an additional course in order to receive an A.A. in IGETC option B. He had convened with faculty from this department and agreed to remove CDFS 053 from IGETC B with goal of modifying it to satisfy cross-cultural family and to design it to be UC transferable.
7. Consent Items for Curriculum Committee	7a. Inactivation of THEA 048A. This had not been submitted for full Chancellor’s Office approval. The department missed the opportunity to submit a complete proposal, as a result this course will not be included on the next SCC catalog. Curtiss Brown motioned to approve inactivation of THEA 048A and will be forwarded to Curriculum Committee for further review. It was seconded by Jose Cortes. The motion passed unanimously.
8. New Course	8a. (CP18S-21) EDUC 001 Elementary Teacher Education 1. Action on the Course: Maureen Powers authored this course. Amy Obegi also contributed to this course. There was a concern regarding the course CID. Also, this class will be included on the upcoming A.A.-T. Ferdinanda Florence clarified that this will be a two-unit class and to include K-12 on the course description. Jose Cortes motioned to approve this course. It was seconded by Curtiss Brown. The motion passed unanimously.

9. Course Modification

9a. (CP18S-2) KINE 004E Dance Production: Description, Repeatability, Assignments, Content, Textbooks, Hours

1. Action on the Course:

The department changed the units and hours for this course. The hours were modified to accommodate production hours. Jose Cortes motioned to approve KINE 004E. It was seconded by Curtiss Brown. The motion passed unanimously.

9b. (CP18S-17) ART 044A Art Studio Concepts: Number (075-044A), Transferability, Articulation Information, Textbooks

1. Action on the Course:

Lisa Abbott stated that this course missed the opportunity to include information on division planning and SLOs on META. The units were modified from 3.5 to 3 units due to ADT policy. The committee had inquiry regarding the class variable units. After discussing the course variable units with Ferdinanda Florence, three units will be assigned for this course. Ferdinanda Florence requested to “unlaunch” the class. Jose Cortes motioned to approve this course. It was seconded by Curtiss Brown. The motion passed unanimously.

9c. (CP18S-19) BUS 097 Work Readiness: Number (100-097), Description, Transferability, Articulation Info, Content, Textbooks

1. Action on the Course:

Curtiss Brown stated that this course was similar to Counseling 005. Chair DeKloe stated that student success information was not completed. Jose Cortes motioned to table BUS 097 to the department due to incomplete SLO on META and required clarification on articulation, minimum qualifications, and division planning. It was seconded by Curtiss Brown. The motion passed unanimously.

10. Course Inactivation

10a. (CP18S-22) NURS 058E Skills Lab for LVN Transition Students

10b. (CP18S-23) NURS 101 Preparation for Nursing

10c. (CP18S-24) NURS 148M Maternal Nursing for International Nurses

10d. (CP18S-25) NURS 159 Career Mobility Transition

10e. (CP18S-26) NURS 219 Cardiac Rhythms

10f. (CP18S-27) NURS 223 Critical Care Nursing

10g. (CP18S-28) NURS 230 Emergency Care Nursing

Jose Cortes motioned to combine items 10a through 10g and approve inactivation of these courses. It was seconded by Curtiss Brown. The motion passed unanimously.

11. Curriculum Review

11a. (CP18S-1) BIO 002 Cell and Molecular Biology: Description, Objectives, Content, Textbooks

1. Action on the Course:

Jim DeKloe stated that a lab manual was added in adherence with IGETC policy. Lisa Abbott inquired about the course requisites. This course was tabled per Jim DeKloe’s request and will be reviewed by this committee once more information was provided by the department.

11b. (CP18S-20) CDFS 082 Adult Supervision: The Mentor Teacher: Description, Hours, SLOs, Requisites, Textbooks

1. Action on the Course:

Curtiss Brown motioned to send back this course due the department as the content review on META was completed. It was seconded by Jose Cortes. The motion passed unanimously.

12. New Program	There were no items on this section.
13. Program Modification	<p data-bbox="446 147 1546 186"><u>13a. (CP18S-29) Administrative Assistant A.S.: Change BUS 100 to BUS 097</u></p> <p data-bbox="446 186 1546 252"><u>13b. (CP18S-29) Administrative Assistant Certificate of Achievement: Change BUS 100 to BUS 097</u></p> <p data-bbox="446 252 1546 357">Jose Cortes motioned to table items 13a and 13b as CDFS 082, item 11b on this agenda, was not approved by this committee. It was seconded by Curtiss Brown. The motion passed unanimously.</p> <p data-bbox="446 399 1546 430"><u>13c. (CP18S-29) Ethnic Studies A.A: Update Courses</u></p> <p data-bbox="446 430 1546 504">Jose Cortes motioned to approve Ethic Studies A.A. It was seconded by Curtiss Brown. It was approved unanimously.</p> <p data-bbox="446 535 1546 567"><u>13d. (CP18S-29) Psychology A.A.: Change PSYC 010 to PSYC 012</u></p> <p data-bbox="446 567 1546 598"><u>13e. (CP18S-29) Psychology A.A.-T: Change PSYC 010 to PSYC 012</u></p> <p data-bbox="446 598 1546 714">Lisa Abbott stated that PSYC 010 was women studies while PSYC 012 will be gender studies. Jose Cortes motioned to combine items 13d and 13e and approve modifications on these programs. The motion passed unanimously.</p> <p data-bbox="446 745 1546 777"><u>13f. (CP18S-29) Sociology A.A.: Change SOCS 022 to SJS 002</u></p> <p data-bbox="446 777 1546 808"><u>13g. (CP18S-29) Sociology A.A.-T: Change SOCS 022 to SJS 002</u></p> <p data-bbox="446 808 1546 892">Jose Cortes motioned to combine items 13f and 13g and to approve modifications on these programs. The motion passed unanimously.</p>
14. Program Inactivation	There were no items on this section.
15. High School Articulation	There were no items on this section.
16. Report from Assessment Coordinator	Amy Obegi, Assessment Committee Coordinator, was not able to attend this meeting.
17. Report from the Chair	James DeKloe, Curriculum Committee Coordinator, did not provide an update.
18. Report from VP of Academic Affairs	David Williams, VP of Academic Affairs, did not provide an update.
19. Report from the Articulation Officer	Curtiss Brown, Articulation Officer, did not provide an update.
20. Other	There were no items on this section.
21. Open Discussion	There were no items on this section.
22. Adjournment	Jose motioned to adjourn this meeting. It was seconded by Curtiss Brown. The meeting this adjourned at 3:35pm.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 743 UNLESS OTHERWISE NOTED:

February 6, 2018

February 20, 2018
March 20, 2018
April 17, 2018
May 1, 2018