



TECHNICAL REVIEW COMMITTEE

Approved Minutes

April 17, 2018

Meeting Room: 743

1:30 pm – 3: 30 pm

1. Call to order	Chair Jim DeKloe called the meeting to order at 1:37 pm.
2. Roll Call	<p>Jim DeKloe (Chairperson), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Amy Obegi, Dean Morinec, Deb Berrett, and Jose Cortes.</p> <p>Guest: Ferdinanda Florence, Rachel Smith, Terri Pearson-Bloom, Dean Rob Gabriel, and Douglas Green.</p>
3. Agenda Approval	<p>Dean Morinec motioned to approve the agenda as presented. It was seconded by Deb Berrett. The motion passed unanimously.</p> <p><i>All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.</i></p>
4. Approval of Minutes	There were no minutes to approve.
5. Comments from the Public	There were no comments from the public.
6. Consent Items for Curriculum Committee	There were no items on this section.
7. Action Items	There were no items on this section.
8. New Course	<p><u>8a. (CP18S-73) ART 044 Introduction to Digital Design and Computer Technology</u></p> <p>1. Action on the Course:</p> <p>Rachel Smith, the author of this course, addressed the committee's inquiries regarding the following: (1) incongruent number of units and hours (2) course prefix change needed for 8a, 8b, and 8c, (3) whether these courses should be assigned variable units, (4) recommended to submit a course modification, and (5) whether it will be a TMC or certificate. With the author's permission, the minimum qualification was modified to Art, Graphic Arts, or Commercial Art, a course objective was added, and modified to 2 hours of lecture and 4 hours of lab to equal 3 units. Deb Berrett motioned to approve ART 044. The motion was seconded by Jose Cortes. The motion was carried.</p>

8b. (CP18S-74) ART 044A Design Bootcamp

1. Action on the Requisite: None
2. Action on the Course:

The committee recommended to change the course number from 044A to 144A. With the author's permission, verbiage on the Course Description was modified. The author agreed to remove the DE aspect from this course. The course prefix needed to be modified. Deb Berrett motioned to approve this course. It was seconded by Jose Cortes. The motion passed unanimously.

8c. (CP18S-75) ART 047C Introduction to 3D Animation

1. Action on the Course:

With the author's permission, the committee made changes on minimum qualifications, Top Code was updated to 101300, modified the repeatability language, and completed information on Course Objectives. The course prefix needed to be updated. In order to keep the course number, the committee recommended that the author provide articulations information. Deb Berrett motioned to approve this course. It was seconded by Jose Cortes. The motion passed.

8d. (CP18S-104) ESL 534 Introductory Integrated ESL Skills: Reading, Writing, and Grammar

1. Action on the Course:

Jose Cortes stated that items 8d and 8e will be non-credit versions of ENG 334 and EGL 373. The committee had a discussion regarding the appropriate Top Code to utilize and workload. These courses will have advisory courses not prerequisite. Deb Berrett motioned to approve ESL 534. It was seconded by Jose Cortes. The motion passed unanimously.

8e. (CP18S-105) ESL 573 Oral Communication Skills

2. Action on the Course:

The committee recommended to update the library resources information. Jose Cortes supported the idea of adding auxiliary materials. The start date was modified to Spring 2019. Jose Cortes motioned to approve this new course. It was seconded by Dean Morinec. The motion was carried.

8f. (CP18S-109) KINE 007G Intermediate Archery

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

Terri Pearson-Bloom stated that this will be a continuing course for Beginning Archery. The committee changed the start date to Spring 2019. It was clarified that strings, bows, and arrows will be provided to students. There will 3 hours of lab and will be transferrable to UC and CSU. After further review, the committee realized that the author missed the opportunity to complete the Content Review for Beginning Archery, Course Content, and Assignments tabs on META. Due to incomplete application submitted by the author, the committee decided to defer this course on the next Tech Review agenda. Dean Morinec motioned to defer this item. It was seconded by Jose Cortes. The motion passed unanimously.

9. Course Modification

9a. (CP18S-76) ATHL 001 Women's Intercollegiate Volleyball (Fall): Sam Code, Objectives, Units, Articulation Information, SLOs

9b. (CP18S-77) ATHL 001B Pre-Season Intercollegiate Volleyball: Objectives, Hours, Articulation Information

9c. (CP18S-78) ATHL 002A Women's Fall Intercollegiate Basketball: Units, Hours, Articulation Information, SLOs

9d. (CP18S-79) ATHL 002B Women's Intercollegiate Basketball (Spring): Sam Code, objectives, units, hours, Articulation Information, SLOs, textbooks

9e. (CP18S-80) ATHL 003 Women's Intercollegiate Softball: Objectives, units, Articulation, Assignments

9f. (CP18S-82) ATHL 010 Men's and Women's Intercollegiate Swimming and Diving (Spring): Division Planning, objectives, units, Articulation Information, SLOs,

9g. (CP18S-83) ATHL 015 Men's Intercollegiate Baseball: Division Planning, objectives, units, Articulation Information

9h. (CP18S-84) AHTL 016A Men's Intercollegiate Basketball (Fall): Division Planning, Objectives, Units, Hours, Articulation Information, SLOs

9i. (CP18S-85) ATHL 016B Men's Intercollegiate Basketball (Spring): Sam Code, Division Planning, Objectives, Units, hours, Articulation Information, SLOs

1. Action on the Courses:

Terri Pearson-Bloom stated that the department decided to unify season competition courses offered in one semester to 3 units and 175 contact hours (two semesters). Terri Pearson-Bloom requested the committee to modify the hours on ATHL 002A from 4.5 to 4 to equal 1 unit. The same information was updated on Men's Basketball courses. Dean Morinec motioned to combine items 9a through 9i and approve modifications on these courses. It was seconded by Deb Berrett. The motion was carried.

9j. (CP18S-87) BIOT 406 Supply Chain and Enterprise Resource Planning In Biomanufacturing: Requisites

9k. (CP18S-88) BIOT 408 Six Sigma and Lean Manufacturing: Requisites

9l. (CP18S-89) BUS 400 Project Management: Requisites

1. Action on the Requisite:

Dean Morinec motioned to approve the requisite changes on items 9j, 9k, and 9l. It was seconded by Jose Cortes. The motion was carried.

2. Action on the Courses:

Chair Jim DeKloe stated that these courses were submitted as cohorts with prerequisites. However, to allow students some flexibility, some of the prerequisites were eliminated from the list. Dean Morinec motioned to combine and approve changes on items 9j, 9k, and 9l. It was seconded by Jose Cortes. The motion passed unanimously.

9m. (CP18S-61) COUN 007 College Study Techniques: Class Max Update

1. Action on the Course:

Jose Cortes motioned to defer this course on the next Tech Review agenda due to insufficient information provided by the department on META. This was seconded by Dean Morinec. The motion was carried.

9n. (CP18S-89) DANC 004 Dance Appreciation: Prefix

9o. (CP18S-90) DANC 004A Beginning Contemporary Modern Dance: Prefix

9p. (CP18S-91) DANC 004B Beginning Tap Dance: Prefix

9q. (CP18S-92) DANCE 004C Intermediate Tap Dance: Prefix

9r. (CP18S-93) DANC 004D Advanced Jazz Dance: Prefix

9s. (CP18S-94) DANC 004F Beginning Hip-Hop Dance: Prefix

9t. (CP18S-95) DANC 004G Dance Choreography: Prefix

9u. (CP18S-96) DANC 004H Beginning Jazz Dance: Prefix

9v. (CP18S-97) DANC 004K Beginning Ballroom Dance: Prefix

9w. (CP18S-98) DANC 004M Intermediate Ballet: Prefix
9x. (CP18S-99) DANC 004N Beginning Swing Dance: Prefix
9y. (CP18S-100) DANC 004P Intermediate Jazz Dance: Prefix
9z. (CP18S-101) DANC 004S Intermediate Swing Dance: Prefix
9aa. (CP18S-102) DANC 004T Intermediate Ballroom Dance: Prefix

1. Action on the Courses:

Ginger Cain stated that the only modifications made on items 9n through 9aa were prefix changes, which resulted in creating an A.A. degree for Dance. Deb Berrett motioned to combine items 9n through 9aa and to approve these changes. It was seconded by Jose Cortes. The motion passed unanimously.

9ab. (CP18S-106) FREN 003 Third Semester French: Description, SLOs

1. Action on the Course:

Due to incomplete information on META, Dean Morinec motioned to defer this course on the next Tech Review agenda. This was seconded by Jose Cortes. The motion was carried.

9ac. (CP18S-110) KINE 009C Intermediate Soccer: Description, Division Planning, Units, Hours, Articulation Information, SLOs, Methods of Instruction, Methods of Evaluation, Assignments, Textbooks

1. Action on the Course:

Dean Morinec motioned to defer this course until the prerequisite had been validated and the library resources information was updated. This motion was seconded by Deb Berrett. The motion passed unanimously.

9ad. (CP18S-117) PHOT 045 DSLR Videography: Requisite

1. Action on the Requisite:

Dean Morinec motioned to approve the requisite change of this course. The motion was seconded by Jose Cortes. The motion was carried.

2. Action on the Course:

The department had updated the course requisite number. Dean Morinec motioned to approve course modifications on PHOT 045. It was seconded by Deb Berrett. The motion was carried.

9ae. (CP18S-118) PSYC 030 Introduction to Social Psychology: Description, Division Planning, Objectives, Methods of Evaluation, Assignments, Content, Textbooks

1. Action on the Course:

Curtiss Brown convened with LaNae Jaimez regarding this course modification and informed the committee that the C-ID will expire in September. The course author missed the opportunity to update library resource on META. The committee had inquiries pertaining to this course overlapping/cross listing with SOCS 030 and determined that SOCS 030 should also be modified. The committee recommended a representative(s) from department to attend the next Curriculum Committee meeting to address the concerns mentioned above. Dean Morinec motioned to approve this course. It was seconded by Deb Berrett. The motion passed unanimously.

10. Course Inactivation

10a. (CP18S-72) ANTH 049 Anthropology Honors

10b. (CP18S-103) DRFT 057 Mechanical Drafting – Level II

Dean Morinec motioned to combine items 10a and 10b and to approve inactivation of these courses. It was seconded by Deb Berrett. The motion was carried.

11. Curriculum Review	There were no items on this section
12. New Program	<p><u>12a. (CP18S-119) Dance A.A.</u></p> <p>1. Action on the Program: Deb Berrett motioned to approve Dance A.A. The motion was seconded by Jose Cortes. The motion passed unanimously.</p>
13. Program Modification	<p><u>13a. (CP18S-120) Kinesiology A.A.-T: Update some Dance courses prefix to DANC</u></p> <p>1. Action on the Program: Dean Morinec motioned to approve modifications of this program. It was seconded by Deb Berrett. The motion passed unanimously.</p> <p><u>13b. (CP18S-121) Liberal Studies A.A.: Courses, units, description</u></p> <p>1. Action on the Program: Ferdinanda Florence convened with Dean Connor and Nick Cittadino regarding redesigning this degree to model Sonoma State's bachelor's degree in Liberal Arts. Only 53% of the courses will articulate to Sonoma State. The committee recommended to invite Nick Cittadino and Dean Connor at the next Curriculum Committee meeting, that the department provide articulation agreement for this program, and to possibly eliminate courses from the list. Deb Berrett motioned to approve 13b and to forward this program to the Curriculum Committee to discuss its philosophical aspect. The motion was seconded by Jose Cortes. Roll call vote: Deb Berrett, Jose Cortes, and Curtis Brown votes for the motion. Dean Morinec voted against the motion. The motion passed with majority of the vote.</p> <p><u>13c. (CP18S-122) Mechatronics Certificate of Achievement: Courses</u></p> <p><u>13d. (CP18S-123) Mechatronics A.S.: Courses</u></p> <p>1. Action on the Programs: Douglas Green stated that the new name will reflect the degree/certificate. There was an overlap between IT 050 and IT 101; therefore, the department decided to assign IT 050 as an elective course. Also, IT 174 was added as an elective. With these changes, the unit value was modified from 42 units to 39-40 units. With the author's permission, the committee modified the language on the Course Description on META and removed IT 110 from the elective list. Deb Berrett motioned to combine items 13c and 13d and to approve these modifications. It was seconded by Dean Morinec. 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, did not provide an update.

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	To address items on the agenda in a timely manner, Dean Morinec and Deb Berrett recommended to modify the items' enumeration list to the following: (1) course/program inactivation, (2) course/program modification, (3) new courses/program, (4) curriculum review, and (5) high school articulation.
21. Open Discussion	There were no items on this section.
22. Adjournment	The meeting adjourned at 4:25pm.

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

April 17, 2018

May 1, 2018