



TECHNICAL REVIEW COMMITTEE

Approved Minutes

May 1, 2018

Meeting Room: 743

1:30 pm – 3: 30 pm

1. Call to order	Chair Jim DeKloe called the meeting to order at 1:38pm.
2. Roll Call	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. Guest: Dean Neil Glines, Dean Rob Gabriel, Dean Sandy Lamba, and Ginger Cain.
3. Agenda Approval	Deb Berrett motioned to approve the minutes of May 1, 2018. It was seconded by Jose Cortes. The agenda was approved unanimously. <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>
4. Approval of Minutes	Jose Cortes motioned to approve the minutes of March 27, 2018 as presented. It was seconded by Deb Berrett. Jose Cortes motioned to approve the minutes of April 17, 2018 as presented. It was seconded by Deb Berrett. Both minutes were approved by the committee unanimously.
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	<u>8a. (CP18S-109) KINE 007G Intermediate Archery</u> 1. Action on the Requisite: Deb Berrett motioned to provide conditional approval to KINE 007G with the stipulation that the prerequisites will be verified before the upcoming Curriculum Committee meeting on May 8, 2018. It was seconded by Jose Cortes. The conditional approval was carried. 2. Action on the Course: During the previous meeting, the committee required clarification regarding the difference between the Beginning Archery and Intermediate Archery. However, that information was not completed and as a result the Course Content was incomplete. Curtiss Brown stated that he would communicate with the course author to complete this on META. Jose Cortes

motioned to approve this course with the condition that the Course Content on META will be completed by the next Curriculum Committee meeting on May 7, 2018. It was seconded by Deb Berrett. The motion passed unanimously.

9. Course Modification

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

1. Action on the Course:

There was a change of class size from 30 to 40. The committee was concerned that there was no rationale for this change and the form was not completed. Chair Jim DeKloe will contact the department to make the appropriate changes. Jose Cortes motioned to return the application to Counseling due to incomplete information. It was seconded by Dean Morinec. The motion was carried.

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

1. Action on the Course:

The committee recognized that the department missed the opportunity to complete the Division Planning on META. Amy Obegi adjusted the SLO. Dean Morinec motioned to decline approval due to incomplete information on META. It was seconded by Jose Cortes. The motion passed unanimously.

9c. (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:

After the committee reviewed the application, they recognized that the Content Review was not completed and the department needed to validate requisites. This course was not approved since more information was needed from the department.

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

1. Action on the Course:

Deb Berrett motioned to approve PSYC 030. It was seconded by Curtiss Brown. The motion passed unanimously.

9e. (CP18S-125) SOCS 030 Peace, Non Violence and Conflict Resolution

1. Action on the Course:

Lisa Abbott explained that she did not receive the required documents/information from the department last Friday, as the department promised. There was a rigorous discussion whether this course could be provided a conditional approval or not, since it will affect other courses if denied approval. Curtiss Brown motioned to delay approval of this course. It was seconded by Dean Morinec. The motion passed unanimously. This will be removed from the agenda. After item 12a was approved, Dean Lamba stated that he received a message from Professor Leslie that she will complete necessary documents required for this course. Deb Berrett motioned to approve this course. It was seconded by Jose Cortes. The motion passed unanimously.

10. Course Inactivation

There were no items on this section.

11. Curriculum Review

There were no items on this section.

12. New Program	<u>12a. (CP18S-119) Dance A.A.</u> 1. Action on the Program: Ginger Cain explained the modifications made on this new program and addressed committee’s inquiries. Deb Berrett motioned to approve this program. It was seconded by Dean Morinec. The motion passed unanimously.
13. Program Modification	<u>13a. (CP18S-121) Liberal Studies A.A.: Courses, Units, Description</u> 1. Action on the Program: Lisa Abbott listed the English, Biology and Music courses that were removed and/or added to this program. Deb Berrett motioned to approve Liberal Studies program modifications. It was seconded by Jose Cortes. The motion was approved unanimously.
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	There were no items on this section.
21. Open Discussion	Deb Berrett requested advice from the committee regarding adjustment of GE courses based on comments received from student (CTE) employers. These employers mentioned that they would like to see more of “lifelong skills.” There was long discussion how to approach this issue. Chair DeKloe suggested that this topic be discussed at Curriculum Committee meeting then Academic Senate.
22. Adjournment	The meeting was adjourned at 4:08pm.

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