



TECHNICAL REVIEW COMMITTEE

Approved Minutes

March 26, 2019

Meeting Room: 504

1:30 pm – 3: 30 pm

1. Call to order	Technical Review Committee Chair Jim DeKloe called the meeting to order at 1:38 p.m.
2. Roll Call	<p>Jim DeKloe (Chairperson), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Amy Obegi (Assessment Coordinator), Sandy Lamba (Dean), and Deb Berrett (Faculty)</p> <p>Guest: Doug Green, Mary Valch, Sarah Donovan, Sarah Barsness, Neil Glines, Maire Morinec, Gwen Gallagher, Alison Aubert, and Andrew McGee.</p>
3. Agenda Approval	<p>Deb Berrett motioned to approve the agenda of March 26, 2019 with the amendment of adding Physical Science A.S. It was seconded by Dean Sandy Lamba. It was approved 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	The committee unanimously deferred approval of the minutes of March 5, 2019.
5. Comments from the Public	There were no comments from the public.
6. Consent Items for Curriculum Committee	6.1 MATH 311 & MATH 312 addition of Catalog Description Language. "Enrollment in the course may occur as a result of the recommendation of a counselor or math instructor based on a Multiple Measures Evaluation."
7. Action Items	There were no items on this section.
8. New Course	<p><u>8a. ASL 055 Interpreting 1: Consecutive Interpreting</u></p> <ol style="list-style-type: none">1. Action on the Requisite: Deb Berrett motioned to approve the requisites of ASL 055. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.2. Action on the Course: Deb Berrett motioned to approve this new course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

8b. ASL 056 Interpreting 2: Simultaneous Interpreting

1. Action on the Requisite: Deb Berrett motioned to approve ASL 056. This was seconded by Dean Sandy Lamba. The motion was carried unanimously.
2. Action on the Course: Deb Berrett motioned to approve this new course. This was seconded by Dean Sandy Lamba. The motion was carried unanimously.

8c. ATEC 071 Automotive Parts and Service

1. Action on the Course: Deb Berrett motioned to decline approval of this course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously. The Automotive department will be contacted to obtain more information.

8d. ATEC 148E Special Topics – Automotive Data Acquisition

1. Action on the Course: Deb Berrett motioned to decline approval of this course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously. The Automotive department will be contacted to obtain more information.

8e. ENGR 002 Ethics in Engineering

The committee delayed consideration of the course.

1. Action on the Course: None

8f. SPMD 056A Sports Medicine-Athletic Training Practicum 2

1. Action on the Requisite: Deb Berrett motioned to approve the requisites of SPMD 056A. This was seconded by Dean Sandy Lamba. The motion was carried unanimously.
2. Action on the Course: Deb Berrett motioned to approve this new course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

8g. SPMD 056B Athletic Training Practicum Spring 2

1. Action on the Requisite: Deb Berrett motioned to approve the requisites of SPMD 056B. This was seconded by Dean Sandy Lamba. The motion was carried unanimously.
2. Action on the Course: Deb Berrett motioned to approve this new course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

9. Course Modification

9a. ASL 001 American Sign Language 1: GE, SLO, DE

1. Action on the Course: Curtiss Brown motioned to approve course modifications of ASL 001. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

9b. ASL 005 American Deaf Culture: GE, DE

1. Action on the Course: Curtiss Brown motioned to approve course modifications of ASL 005. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

9c. ASTR 050 Astronomical Optics: Course Description

The committee delayed consideration of the course.

1. Action on the Course: None

9d. ATEC 148B – Special Topics Smog Check Level II: SLOs, Requisites

1. Action on the Requisite: Deb Berrett motioned to decline approval of the requisites of this course. This was seconded by Dean Sandy Lamba. The motion was carried unanimously.
2. Action on the Course: Deb Berrett motioned to decline approval of this course. This was seconded by Dean Sandy Lamba. The motion was carried unanimously.

9e. ENGR 001 – Introduction to Engineering: Course Description, Division Planning, Course Objectives, Units, Hours, SLOs, Assignments, Textbooks

The committee delayed consideration of the course.

1. Action on the Course: None

9f. MATH 004 Precalculus and Trigonometry: SLOs, Requisites

1. Action on the Requisite: Deb Berrett motioned to approve requisites of MATH 004. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.
2. Action on the Course: Deb Berrett motioned to approve modifications of this course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

9g. MATH 030 Business Calculus I: Title, Course Description, Division Planning, Hours, Course Objectives, C-ID, Requisites, Methods of Instruction, Content, Textbooks

1. Action on the Requisite: Deb Berrett motioned to approve requisites of MATH 030. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.
2. Action on the Course: Deb Berrett motioned to approve modifications this course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

9f. PLSC 007 International Relations: Department, Number, Title, Course Description, Division Planning, Objectives, C-ID, SLOs, Textbooks

The committee delayed consideration of the course.

1. Action on the Course: None

9f. PHOT 032 Digital Imaging 1: Number, Title, Course Description, Division Planning, Course Objectives, Class Max, GE, Transferability, SLOs, Requisites, Content, Textbooks

1. Action on the Requisite: Deb Berrett motioned to approve requisites of PHOT 032. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.
2. Action on the Course: Deb Berrett motioned to approve modifications this course. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

9g. SOC 040 Sociology of the Family: Course Description, Division Planning, Course Objectives, C-ID, GE, Content, Textbooks

1. Action on the Course: Dean Sandy Lamba motioned to approve modifications of SOC 040. This was seconded by Curtiss Brown. The motion was approved unanimously.

9h. MATH 103 Plane Geometry: Requisites

1. Action on the Course: Dean Sandy Lamba motioned to approve modifications of MATH 103. This was seconded by Curtiss Brown. The motion was approved unanimously.

10. Course Inactivation

10a. ACR 100 Air Conditioning and Refrigeration

1. Action on the Course: Curtiss Brown motioned to inactivate ACR 100. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

10b. ACR 101 Air Conditioning and Refrigeration

1. Action on the Course: Curtiss Brown motioned to inactivate ACR 101. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

10c. WELD 100 Introduction to Welding

1. Action on the Course: Curtiss Brown motioned to inactivate WELD 100. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

11. Curriculum Review

There were no items on this section.

12. New Program

12a. Automation Technician – Certificate of Achievement

1. Action on the Program: Deb Berrett motioned to approve Automation Technician program. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

12b. Automation Technology – A.S.

1. Action on the Program: Deb Berrett motioned to approve Automation Technology A.S. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

12c. Elementary Teacher Education – AA-T

1. Action on the Program: Deb Berrett motioned to approve Elementary Teacher Education A.A.-T. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

12d. Maintenance Technician – Certificate of Achievement

1. Action on the Program: Deb Berrett motioned to approve Maintenance Technician program. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

12e. Physical Science A.S.

The committee delayed consideration of the course.

1. Action on the Program: None

13. Program Modification

13a. Certified Nursing Assistant – Job Direct Certificate: PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Certified Nursing Assistant program. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13b. Communication Studies A.A.-T – PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Communication Studies program. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13c. Human Services – A.A – PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Human Services A.A. program. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13d. Human Services – Certificate of Achievement – PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Human Services Certificate of Achievement program. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13e. Kinesiology – A.A.-T – PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Kinesiology A.A.-T. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13f. Maker Space Technology: PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Maker Space Technology. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13g. Music A.A.-T – PLOs

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Music A.A.-T. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13h. Physics A.S.: Courses

The committee delayed consideration of the course.

1. Action on the Program: None

13i. Psychology A.A.: Courses

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Music A.A.-T. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13j. Social Justice Studies A.A.-T: Courses

1. Action on the Program: Deb Berrett motioned to approve PLO updates on Music A.A.-T. This was seconded by Dean Sandy Lamba. The motion was approved unanimously.

13k. Sociology A.A.-T

1. Action on the Program: This program was approved during TR meeting on March 5, 2019.

13l. Soft Skills for Technicians Job-Direct Certificate: PLOs

1. Action on the Program: Curtiss Brown motioned to approve PLO updates Soft Skills for Technicians Job-Direct Certificate. This was seconded by Dean Sandy Lamba. 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	There were no items on this section.
22. Adjournment	The meeting adjourned at 4:15 p.m.

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

Spring

March 26, 2019

April 9, 2019

April 30, 2019