



TECHNICAL REVIEW COMMITTEE

Approved Minutes

September 17, 2019

Meeting Room: 501

1:30 pm – 3: 30 pm

1. Call to order	Interim Tech Review/Curriculum Chair Erin Duane called the meeting to order at 1:37 pm.
2. Roll Call	<p>Tech Review Committee Officials: Erin Duane (Chairperson), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), and David Williams (VP of Academic Affairs),</p> <p>Members: Andrew Wesley (Assessment Coordinator), Sandy Lamba (Dean), Deb Berrett (Faculty), and Mark Berrett (Faculty).</p>
3. Agenda Approval	<p>Deb Berrett motioned to approve the agenda of September 17, 2019 as presented. It was seconded by Andrew Wesley. The agenda 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	<p>Deb Berrett motioned to approve the minutes of April 30, 2019 as presented. It was seconded by Dean Sandy Lamba. Andrew Wesley, Curtiss Brown, and Mark Berrett abstained. The motion was approved unanimously.</p>
5. Comments from the Public	Three minutes were allotted per person.
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	There were no items on this section.
9. Course Modification	<p><u>9a. BIOT 406 Supply Chain and Enterprise Resource Planning and Biomanufacturing: Requisites</u></p> <p><u>9b. BIOT 407 Advanced Topics in Quality Assurance and Regulatory Affairs: Requisites</u></p> <p><u>9c. BIOT 408 Six Sigma and Lean Manufacturing: Requisites</u></p> <p>1. Action on the Courses: Deb Berrett motioned to approve courses BIOT 406, BIO 407, and BIO 408. It was seconded by Dean Sandy Lamba. The motion was approved unanimously.</p>

2. Action on the Requisites: Deb Berrett motioned to approve the requisite updates of items 9a, 9b, and 9c. It was seconded by VP David Williams. The motion was approved unanimously.

9d. ENGR 017 Introduction to Electrical Engineering: Description, Division planning, Grade Option, Content, and Textbooks

The committee discussed the following: (a) remove lecture and lab breakout description, (b) grammar corrections, (c) textbook was published 1993, and (d) CID. Andrew Wesley approved SLO for this course. After reviewing this course, the committee recommended to obtain more information and clarification from the department.

1. Action on the Course: None

10. Course Inactivation

10a. KINE 020D Baseball Theory and Practice I

10b. KINE 020E Baseball Theory and Practice II

10c. KINE 020J Softball Theory and Practice II

10d. KINE 020M Volleyball Theory and Practice I

10e. KINE 020P Softball Theory and Practice I

10f. KINE 020Q Soccer Theory and Practice I

10g. KINE 020R Soccer Theory and Practice II

10h. KINE 020X Basketball Theory and Analyses I

10i. KINE 020Y Basketball Theory and Analyses II

Curtiss Brown stated that all these courses were replaced by Athletic courses that will be repeatable. Lisa Abbott informed the committee that she did not received approvals from a faculty representative, Articulation Officer, and Dean Daniel Bridges to inactivate these courses. Curtiss Brown stated that once inactivated, these courses will be removed from the General Education list.

1. Action on the Courses 10a-10i: None

10j. NURS 058D – Skills Lab IV

Lisa Abbott stated that Marivic Macalino and Dean Daniel Bridges had not approved this inactivation request.

1. Action on the Course: None

11. Curriculum Review

There were no items in this section.

12. New Program

12a. Landscape Designer – Job-Direct Certificate

The committee reviewed the program and discussed the terms “proficiency and mastery” when referring to SLOs.

1. Action on the Program: Deb Berrett motioned to approve this new program. It was seconded by Andrew Wesley. The motion passed unanimously.

13. Program Modification

13a. Human Services A.A.: Change course number from HS 051 to HS 001; Description.

13b. Human Services Certificate of Achievement: Change course number from HS 051 to HS 001; Description.

Dean Sandy Lamba informed the committee that the modifications were made due to transferability reasons. Curtiss Brown stated that this update will be available during Spring of 2020.

1. Action on the Programs: Andrew Wesley motioned to approve program modifications for items 13a and 13b. It was seconded by Dean Sandy Lamba. The motion passed unanimously.

13c. Kinesiology A.A.-T: Add courses

The committee had discussions regarding Articulation of the courses in this program. This program will be reviewed for approval by the committee once Curtiss Brown completed and submitted articulations for the courses involved.

1. Action on the Program: None

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**

Andrew Wesley, Assessment Committee Coordinator, clarified that the course assessment process will start in Spring 2020. VP Williams informed the committee that Assessment is based on student performance and in order to obtain that information, courses and programs will have to be completely uploaded in eLumen software.

17. Report from the Chair

Erin Duane, Interim Tech Review/Curriculum Committee Chair, and VP Williams informed the committee members that the Senate discussed equity and equity gaps during curriculum review, course sequencing, program mapping, and template for Guided Pathways.

**18. Report from VP of
Academic Affairs**

David Williams, VP of Academic Affairs, provided updates when discussing items 16 and 17.

**19. Report from the
Articulation Officer**

Curtiss Brown, Articulation Officer, stated that he discussed SJS 002 and CDFS 053 with SCC Counselors as being part of Option B and C, which will be transferable and GE for IGETC and CSU. He also informed the committee that the following courses will be UC transferrable: (a) URL 010, (b) Biotech 060, (c) BIO 065, (d) BIO 057, (e) Physical Science, (f) Theater except THEATER 027B. Courses that were not approved: (a) ECON 001 requires updated textbook, (b) ECON 002 requires updated textbook, (c) BIO Tech 61 due to lack of lab manual, (d) IT 181, and (e) MATH 002 due to missing textbook title.

The committee also discussed course numbering challenges and the idea of creating a work group to address this issue.

20. Other

There were no items on this section.

21. Open Discussion

There were no items on this section.

22. Adjournment

Dean Sandy Lamba motioned to adjourn the meeting. It was seconded by Andrew Wesley. The meeting adjourned at 2:45 pm.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 501 UNLESS OTHERWISE NOTED:

Fall 2019

September 17, 2019

October 1, 2019

October 22, 2019

November 12, 2019

November 26, 2019