



TECHNICAL REVIEW/CURRICULUM COMMITTEE

Unadopted Minutes

March 31, 2020

Meeting via Zoom

1:30 pm – 3:30 pm

1. Call to Order

Curriculum/Tech Review Committee Chair Jim DeKloe called the meeting to order at 1:34 pm. This meeting was held via Zoom due to SARS-CoV-2 pandemic.

2. Roll Call

Tech Review: Jim DeKloe (Chairperson), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Sandy Lamba (Dean), Deb Berrett (Faculty), and Mark Berrett (Faculty).

Curriculum: Jim DeKloe (Chairperson), Lisa Abbott (Analyst), David Williams (VP of Academic Affairs), Amy Dauffenbach (Faculty), Anthony Ayala (Faculty), Debra Berrett (Faculty), Erin Duane (Faculty), Joe Ryan (Dean), Mark Berrett (Faculty), Marivic Macalino (Faculty), Sandy Lamba (Dean), Sarah Barsness (Faculty), Sherina Mae Soliman (ASSC), and Teri Yumae (Faculty).

Guest: John Perez

Absent: Andrew Wesley (Assessment Coordinator), Curtiss Brown (Articulation Officer), Ginger Cain (Faculty), James Word (Faculty), and Mary Valch (Faculty).

3. Agenda Approval

Sarah Barsness motioned to approve the agenda of March 31, 2020 with an update that ECON 001 and ECON 002 be moved under Curriculum Review section. This was seconded by Erin Duane. The motion was approved unanimously.

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.

4. Approval of Minutes

Deb Berrett motioned to approve Tech Review meeting minutes of February 4, 2020 and February 18, 2020 as presented. It was seconded by Mark Berrett. The meeting minutes were approved unanimously.

Erin Duane motioned to approve Curriculum meeting minutes of February 25, 2020 as presented. It was seconded by Anthony Ayala. The motion was approved unanimously.

5. Comments from the Public

There were no comments from the public.

6. Consent Items for Curriculum Committee

6a. Align Intercollegiate course with all other in-season, off-season, and

Mark Berrett motioned to approve item 6a. It was seconded by Sarah Barsness. The motion was approved unanimously.

pre-season athletics courses. Moving this course from CAT III to CAT II designation: ATHL 001, 002A, 002B, 003, 004, 004B, 010, 010A, 012, 015, 016A, 016B, 022.

7. Action Items

There were no items in this section.

8. New Course

8a. CHEM 505: Supplemental Instruction in Chemistry

1. Action on the Course: After the committee reviewed this new course, Deb Berrett motioned to approve CHEM 500. It was seconded by Anthony Ayala. The motion was approved unanimously.

8b. ATHL 010B Pre-Season Intercollegiate Swimming and Diving

1. Action on the Course: After the committee reviewed this new course, Anthony Ayala motioned to approve ATHL 010B. It was seconded by Amy Dauffenbach. The motion was approved unanimously.

9. Course Modification

9a. COMM 001 Introduction to Public Speaking: DE

9b. COMM 012 Intercultural Communication: DE

John Perez explained to the committee that DE components are added to items 9a and 9b. He provided the following information: (a) how students will provide their speeches using hybrid method, (c) students will upload their speeches for grading purposes, (c) students will be utilizing YouTube application, and (d) an updated textbook information will be provided to Lisa Abbott.

1. Action on DEs: Deb Berrett motioned to approve DE of items 9a and 9b. It was seconded by Erin Duane. The motion was approved unanimously.
2. Action on the Courses: Deb Berrett motioned to approve items 9a and 9b. It was seconded by Erin Duane. The motion was approved unanimously.

9c. COUN 007 Student Life Success

Amy Dauffenbach stated that this course requirement is updated in order to be under CSU General Education Option C, Area E on the catalog, which resulted in course title modification. The committee recommended that course descriptions be summarized to minimize confusion.

1. Action on the Course: Amy Dauffenbach motioned to approve modifications of COUN 007. It was seconded by Anthony Ayala. The motion was approved unanimously.

9d. ATHL 010B Off-Season Intercollegiate Swimming and Diving

This course will be offered to students during off season and the textbook has been updated.

1. Action on the Course: Teri Yumae motioned to approve ATHL 010B. It was seconded by Anthony Ayala. The motion was approved unanimously.

10. Course Inactivation

10a. PHOT 051 Photography Laboratory

10b. CHEM 020 Elements of Chemistry

- 10c. CHEM 020L Elements of Chemistry Laboratory
- 10d. CIS 112 Introduction to Robotics Programming
- 10e. CIS 113 Introduction to Programmable Logic Controllers
- 10f. CIS 172 Computer Forensics: Evidence Recovery
- 10g. CIS 173 Computer Forensics Investigations
- 10h. CIS 174 Computer Forensics: Operating Systems Internals

Sarah Barsness explained that item 10a will be inactivated due to elimination of Photo Lab. Dean Joe Ryan informed the committee that items 10b and 10c had student enrollment issues. Mark Berrett stated that items 10d to 10f are cross listed.

1. Action on the Courses: Sarah Barsness motioned to approve inactivation of items 10a, 10b, 10c, 10d, 10e, 10f, 10g, and 10h. It was seconded by Anthony Ayala. The motion to inactivate these courses was approved unanimously.

11. Curriculum Review

11a. ECON 001 Principles of Economics (Macroeconomics)

The department updated the SLOs and CID of ECON 001. The committee discussed the issues regarding this course's prerequisites and student enrollment.

1. Action on the Course: Deb Berrett motioned to approve modifications of item 11a. It was seconded by Mark Berrett. The motion was approved unanimously.

11b. ECON 002 Principles of Economics (Microeconomics)

The department made minor changes on course objectives and assignment pages.

1. Action on the Course: Mark Berrett motioned to approve modifications of item 11b. It was seconded by Deb Berrett. The motion was approved unanimously.

12. New Program

12a. Firefighter 1 Academy (CA)

1. Action on the Program: Sarah Barsness motioned to approve Firefighter 1 Academy as a new program. It was seconded by Anthony Ayala. The motion was approved unanimously.

12b. Forensic Crime Scene Investigation (CA)

While reviewing this program, the committee realized that the approval process was not completed. As a result, no action was taken.

1. Action on the Program: None

12c. Infant/Toddler Teacher (CA)

1. Action on the Program: Sarah Barsness motioned to approve Infant/Toddler Teacher (CA) as a new program. It was seconded by Anthony Ayala. The motion was approved unanimously.

13. Program Modification

13a. Spanish (AA-T): Update Course Title

Lisa Abbot explained that the department only requested a course title modification.

1. Action on the Program: Mark Berrett motioned to approve modification of item 13a. It was seconded by Anthony Ayala. The motion was approved unanimously.

13b. Medical Office and Coding Specialist: Reactivate

Mark Berrett stated that the faculty/Dean asked that this program be reactivated per students' requests. However, upon further review, the committee noticed that approval the process on eLumen was not completed. Mark Berrett motioned to decline approval of this course. It was seconded by Deb Berrett. The motion was approved unanimously.

1. Action on the Program: None

14. Program Inactivation	There were no items in this section.
15. High School Articulation	There were no items in this section.
16. Report from Assessment Coordinator	Andrew Wesley, Assessment Committee Coordinator, did not attend this meeting.
17. Report from the Chair	Jim DeKloe informed the committee members that he will not be applying for Tech Review/Curriculum Committee Chair. The interview process for this position will occur next month. The committee members and VP Williams expressed their appreciation of Jim DeKloe's contribution, moral leadership, and dedication to doing what's right for SCC students.
18. Report from VP of Academic Affairs	David Williams, VP of Academic Affairs, provided the committee the following DE updates: (a) courses will be taught online this summer, (b) Emergency Blanket Addendum will allow SCC to bypass Title V regulations and local rules to be able to temporarily teach courses online with a possible extension through 2020 Fall semester, (c) training will be available this semester to assist faculty in transitioning to online; priority will be given to faculty who have not been previously approved to teach online (d) explained how this modification of online courses affects SCC Curriculum Committee process, and (e) there is discussion about possible compensation for training. Also, the committee discussed: (a) the option of hiring an Instructional Designer for consistency purposes, (b) if there have been discussions on how courses (i.e. Ceramics, Athletics, Welding, Aeronautics) that require in-person/hands-on experience will be taught during Fall semester, and (c) students who do not have access to computers.
19. Report from the Articulation Officer	Curtiss Brown, Articulation Officer, did not attend this meeting.
20. Other	There were no items in this section.
21. Open Discussion	There were no items in this section.
22. Adjournment	Sarah Barsness motioned to adjourn the meeting. It was seconded by Teri Yumae. The meeting adjourned at 2:40 pm.

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

Tech Review Committee
 April 21, 2020
 May 5, 2020

Curriculum Committee

April 14, 2020

April 28, 2020

May 12, 2020