



# Technical Review Committee

## Approved Minutes

Date: March 30, 2021

Meeting Room: Zoom

1:30 pm – 3: 30 pm

<b>1. Call to order</b>	Meeting was called to order at 1:33 P.M. Sarah Barsness presided.
<b>2. Roll Call</b>	<p><b>Technical Review Officials:</b> Sarah Barsness (Chairperson), Lisa Abbott (Analyst), Ashlie Lawson (Articulation Officer), David Williams (VP of Academic Affairs), Andrew Wesley (Assessment Coordinator), Lisa Neeley (Dean), Deb Berrett (Faculty), Mark Berrett (Faculty)</p> <p>Claire Gover (Executive Assistant)</p> <p>Guests: Sabine Bolz, Saki Cabrera, Kristin Conner, Marianne Flatland, Sandy Lamba, Randy Robertson</p>
<b>3. Agenda Approval</b>	<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> <p>1. Action: Ashlie Lawson moved to approve the agenda. Mark Berrett seconded the motion. The agenda was approved unanimously.</p>
<b>4. Approval of Minutes</b>	<p><u>4a. Minutes of December 1, 2020</u></p> <p>1. Action: Ashlie Lawson moved to approved the minutes. Lisa Neeley seconded the motion. Minutes were approved unanimously.</p>
<b>5. Comments from the Public</b>	None
<b>6. Consent Items for Curriculum Committee</b>	None
<b>7. Action Items for Curriculum Committee</b>	<p><u>7a. Change Requisite language in catalog, website, and board procedure to: "All requisites must be satisfactorily completed with a minimum grade of C unless otherwise noted"</u></p> <p>Lisa Abbott proposed item 7a for Curriculum Committee. Purpose is to remove repetitive text from course descriptions and to clarify the required minimum grade for requisites by including a blanket statement in the catalog, website and board procedure. The blanket statement will be added to the top of ClassFinder for student's reference. Additional language will be added for students taking class on Pass/No Pass basis.</p>

1. Action: Deb Berrett moved to approve item 7a with the edit to the language. Lisa Neeley seconded the motion. Item 7a was approved unanimously.

7b. Counseling and Human Services have each proposed courses for C-ID SWHS 120A and 120B:

Sarah Barsness presented the following three options to be brought forward at Curriculum Committee meeting on April 20<sup>th</sup>. The Curriculum Committee will be responsible for deciding on the direction we will move. The courses moving forward will go to Tech Review on April 27<sup>th</sup>, followed by Curriculum Committee approval. Faculty were instructed to make and save necessary changes to courses, but do not move them forward.

1. Approve revisions of COUN 064 and 064P, ~~65 and 65P~~, and reject HSW-004 and HSW103L as duplicate content.
2. Approve HSW-004 and HSW103L, and, COUN 064 and 064P, ~~65 and 65P~~ revisions, and then cross-list COUN 064 and 064P with HSW-004 and HSW103L.
3. Redesignate COUN 064, 064P, 065 and 065P as HSW and then approve. Also approve HSW-004 and HSW103L.

1. Action: Ashlie Lawson motioned to approve item 7b with edits. Lisa Neeley seconded the motion. Item 7b was approved unanimously.

**8. New Course**

There were no items in this section.

**9. Course Modification**

9a. ASTR 050 Astronomical Optics: requisite

Ashlie Lawson stated course transferability was denied for IGETC and CSU. Lab manual was added and ASTR courses were moved from Advisory to Requisite.

1. Action on the course: Deb Berrett motioned to approve item 9a. Ashlie Lawson seconded the motion. Item 9a was approved unanimously.

9b. FIRE 140 Fire Technology Academy: Description, requisite

Lisa Abbott explained modifications were made to align with State mandates. The course description was updated to match content. Under Specifications/Writing, the number of pages need to be converted to number of words.

1. Action on the course: Deb Berrett motioned to approve item 9b. Ashlie Lawson seconded the motion. Item 9b was approved unanimously.

9c. MATH 112 Intermediate Algebra for Liberal Arts: DE

Randy Robertson presented changes to MATH 112 which include adding DE instructional modality and updated textbook. MATH 330 is still course advisory.

1. Action on the course: Deb Berrett motioned to approve item 9c. Ashlie Lawson seconded the motion. Item 9c was approved unanimously.

9d. HORT 006 Identification and Ecology of Landscape Plant Materials: C-ID AG-EH 108L, Course Description, Requisite, Assignments, Textbooks, Objectives, SLOs, Content

9e. HORT 050 Introduction to Horticulture: C-ID AG-PS 106L, Course Description, Textbooks, Objectives, SLOs, Content

9f. HORT 055 Soils and Fertilizers: C-ID AG-PS 128 L, Course Description, Requisite, Assignments, Textbooks, Objectives, SLOs, Content

9g. HORT 101 Plant Propagation and Production: C-ID AG-EH 116 L, Course Description, Requisite, Assignments, Textbooks, Objectives, SLOs, Content

HORT 006, 050, 055 and 101 were updated to align with C-IDs. The modifications included DE addendum, changes to course description, updated topics and textbooks, addition of lab manual. For HORT 101, Lisa Abbott will verify with Sandra Diehl if SAM code should be changed from D to C (clearly occupational)

1. Action on the courses: Ashlie Lawson motioned to combine items 9d, 9e, 9f and 9g for consideration. Ashlie Lawson seconded the motion. The motion was approved unanimously.  
Lisa Neeley moved to approve items 9d-9g. Ashlie Lawson seconded the motion. Items 9d-9g were approved unanimously.

**10. Course Inactivation**

There were no items in this section.

**11. Curriculum Review**

There were no items in this section.

**12. New Program**

There were no items in this section.

**13. Program Modification**

There were no items in this section.

**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**

Andrew Wesley will be holding assessment training workshops for Faculty after each Tech Review meeting.

<b>17. Report from the Curriculum Committee Chair, Sarah Barsness</b>	No report was given.
<b>18. Report from VP of Academic Affairs, David Williams</b>	<p>VP Williams said we are still developing a plan for compliance with the CSU ethnic studies requirement, AB1460. Refer to report by Ashlie Lawson, Articulation Officer, on eligible courses.</p> <p>There may be prefix changes for Emergency Medical Technician and Advanced Manufacturing Technology which will require updates to programs. Program updates are the responsibility of Tech Review.</p>
<b>19. Report from the Articulation Officer, Ashlie Lawson</b>	<p>Ashlie Lawson said our courses that clearly meet the ethnic studies requirement are HIST 028 (African American History to 1877), HIST 029 (African American History since 1865) and HIST 031 (Mexican American/Chicano History).</p> <p>The following courses are questionable because they do not focus on one ethnic studies discipline: SJS 002 (Introduction to Race and Ethnicity), CINE 011 (American Cultures in Film) and MUSC 045 (History of Rap and Hip-Hop).</p>
<b>20. Report from Curriculum Analyst, Lisa Abbott</b>	Lisa Abbott reported there are upcoming changes in the Business ADT (which involve removing CIS courses and adding MATH).
<b>21. Other</b>	There were no items in this section.
<b>22. Open Discussion</b>	There were no items in this section.
<b>23. Adjournment</b>	The meeting adjourned at 3:32 P.M.

**ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM ON ZOOM UNLESS OTHERWISE NOTED:**