



Technical Review Committee

Approved Minutes

Date: May 11, 2021

Meeting Room: Zoom

1:30 pm – 3: 30 pm

1. Call to order	The regular Technical Review meeting was called to order at 1:32 pm on May 11, 2021. Sarah Barsness presided. The meeting was held via Zoom due to the COVID 19 pandemic.
2. Roll Call	Technical Review Officials: Sarah Barsness (Chairperson), Lisa Abbott (Analyst), Ashlie Lawson (Articulation Officer), David Williams (VP of Academic Affairs), Andrew Wesley (Assessment Coordinator), Deb Berrett (Faculty), Mark Berrett (Faculty) Claire Gover (Executive Assistant) Absent: Lisa Neeley (Dean) Guests: Sandy Lamba, Marianne Flatland, Isabel Anderson, Saki Cabrera, Ginger Cain, LaVonne Slaton
3. Agenda Approval	<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> 1. Action: Ashlie Lawson moved to approve the agenda. Debra Berrett seconded the motion. The agenda was approved.
4. Approval of Minutes	Approval of Minutes from April 27, 2021. 1. Action: Mark Berrett moved to approve the minutes. The motion was seconded by Ashlie Lawson. The minutes from April 27, 2021 were approved as presented.
5. Comments from the Public	There were no comments from the public.
6. Consent Items for Curriculum Committee	There were no items in this section.
7. Action Items	There were no items in this section.

8. New Course

8a. COUN 064P Human Services and Social Work Practicum I

Marianne Flatland presented this new 2-unit course which is paired with COUN 64 (1.5 units). Discussion took place on advisory and prerequisites. It was determined that COUN 62 (elective) would take students over the units for this ADT. To keep students on a direct path to completion by taking only the courses needed, COUN 62 was removed as Advisory and HSW 001 and PSYC 001 were designated as the prerequisites. This aligns with the AAT and certification.

1. Action on the course: Debra Berrett moved to approve item 8a. It was seconded by Ashlie Lawson. The motion passed unanimously.

8b. COUN 065P Human Services and Social Work Practicum II

Marianne Flatland presented this new 2-unit course which will be paired with COUN 65. This course will allow students further personal and professional development to work in the helping fields. Committee does not recommend course be stacked with COUN 064P. Pre-requisite is 64 & 64P. This course is not part of the HSW C-ID. Class size is 15.

1. Action on the course: Ashlie Lawson moved to approve item 8b. Debra Berrett seconded the motion. The motion passed unanimously.

8c. HSW 103L Introduction to Case Management Lab

This item was removed from the agenda.

8d. DANC 025B Dance Production II

Ginger Cain presented DANC 025B. This intermediate course will be stacked with DANC 025A. Students will be core group participating in a variety of ways in the annual dance production. Recommended for Dance and Theater Arts majors. Course is positive attendance. Textbooks will be updated. Hybrid during emergency circumstances. For consistency with other courses in the Dance major, the course title will be "Intermediate Dance Production"

1. Action on the course: Ashlie Lawson moved to approve item 8d with the updates discussed. Mark Berrett seconded the motion. The motion passed unanimously.

9. Course Modification

9a. COUN 064 Social Work Practicum Seminar I

Title will read Social Work "Seminar" (remove "Practicum") Units for course were reduced from 2 to 1.5.

1. Action on the course: Ashlie Lawson moved to approve item 9a. Mark Berrett seconded the motion. The motion passed unanimously.

9b. COUN 065 Counseling/Social Work & Practicum Seminar II

1. Action on the course: Ashlie Lawson moved to approve item 9b. Debra Berrett seconded the motion. The motion passed unanimously.

9c. HSW 001 Introduction to Human Services

Saki Cabrera explained modifications are to course prefix and course numbering in order to align with change in AAT from Human Services to Human Services and Social Work. Text books were updated, no change in units. HSW 102 Serving Special populations was renamed Serving Diverse populations.

1. Action: Mark Berrett moved to group items 9c, 9d, 9e, and 9f for review. Ashlie Lawson seconded the motion. The motion passed unanimously.

Action on the course: Debra Berrett moved to approve the grouped items. Ashlie Lawson seconded the motion. The motion passed unanimously

9d. HSW 102 Serving Diverse Populations

1. Action on the course: Approved with item 9c.

9e. HSW 103 Introduction to Case Management

1. Action on the course: Approved with item 9c.

9f. HSW 105 Introduction to Group Process

1. Action on the course: Approved with item 9c.

10. Course Inactivation

There were no items in this section.

11. Curriculum Review

There were no items in this section.

12. New Program

12a. Human Services and Social Work A.A.-T

Saki Cabrera presented items 12a, 13a, and 13b. The program name changed from Human Services to Human Services “and Social Work”.

1. Action: Ashlie Lawson moved to group items 12a, 13a, and 13b for review and approval. Debra Berrett seconded the motion. The motion passed unanimously.

Action on the Program: Mark Berrett moved to approve items 12a, 13a, and 13b. Ashlie Lawson seconded the motion. The motion passed unanimously.

13. Program Modification

13a. Human Services and Social Work A.A.: Title Courses

1. Action on the Program: Approved with 12a

13b. Human Services and Social Work Certificate of Achievement: Title, Courses

1. Action on the Program: Approved with 12a

13c. Business Administration A.S.-T: Courses as required from updated TMC

LaVonne Slaton presented modifications to the Business Administration A.S.-T. made in order to align with changes made at the state level. Removed microcomputer applications (CIS) and BUS 92. MATH 011 was added. BUS 005 and 092 are now optional.

1. Action on the Program: Mark Berrett moved to approve 13c. Debra Berrett seconded the motion. Item 13c was approved unanimously.

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

No report.

17. Report from the Curriculum Committee Chair, Sarah Barsness

No report.

18. Report from VP of Academic Affairs, David Williams

No report.

19. Report from the Articulation Officer, Ashlie Lawson

No report.

20. Report from Curriculum Analyst, Lisa Abbott

No report.

21. Other

There were no items in this section.

22. Open Discussion

There were no items in this section.

23. Adjournment

Ashlie Lawson moved to adjourn. Debra Berrett seconded the motion. The meeting adjourned at 3:29 pm.

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