



# Technical Review Committee

## Minutes

Date: April 26, 2022

Meeting Room: Zoom

Zoom

1:00 pm – 3:00 pm

<b>1. Call to Order</b>	The regular Technical Review meeting was called to order at 1:02 pm on April 26, 2022. Sarah Barsness presided. The meeting was held via Zoom due to the COVID 19 pandemic.
<b>2. Roll Call</b>	

Committee Officials	
<input checked="" type="checkbox"/>	David Williams ..... VP of Academic Affairs
<input checked="" type="checkbox"/>	Lisa Abbott ..... Curriculum Analyst
<input checked="" type="checkbox"/>	Jessica Corbin ..... Meeting Secretary
<input checked="" type="checkbox"/>	Andrew Wesley ..... Assessment Coordinator
Guests	Title
Tony Zitko	
Laura Maghoney	
Teri Yumae	
Neil Glines	
Jim Dekloe	
John Perez	
James Word	

Committee Members
<input checked="" type="checkbox"/> Sarah Barsness .....Chair
<input checked="" type="checkbox"/> Debra Berrett ..... Applied Technology & Business
<input checked="" type="checkbox"/> Mark Berrett ..... Applied Technology & Business
<input checked="" type="checkbox"/> Ashlie Lawson ..... Articulation Officer
<input checked="" type="checkbox"/> Lisa Neeley .....Dean, Applied Technology and Business

**3. Approval of Minutes**

Approval of Minutes from: 04/05/2022				
Motion:	Debra Berrett			
Seconded by:	Ashlie Lawson			
Comments/Discussion/ Revisions:				
Final Resolution:	Yeses:	5	Noes:	0
			Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>	

**4. Agenda Approval**

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>						
Motion:	Ashlie Lawson					
Seconded by:	Debra Berrett					
Comments/Discussion/Revisions:	Moving HORT, MGMT and RE to next meeting					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**5. Consent Items**

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>		
<b>6a. General</b>		
<b>6b. Workload/Class Max</b>		
Course	Rationale:	Change

**7. Comments from the Public**

<i>Three minutes are allotted per person **</i>	
Name	Comments

**8. Information Items**

<i>No Action Required</i>
There are no items in this section.

**9. Action Items**

		N/A <input type="checkbox"/>
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# 10. Horticulture

Rationale for proposals a-c:					
Create and Revise courses to align with C-ID					
Motion on a-c:					N/A <input checked="" type="checkbox"/>
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

## 10a. Modified Courses

HORT 006	Identification and Ecology of Landscape Plant Materials: Summer-Fall	Revision to update course to comply with Associate Degree for Transfer program.			
HORT 101	Plant propagation and Production	Revisions are to comply with Associate Degree for Transfer course requirements.			
Rationale:	<i>Curriculum Review</i>				
Articulate:	C-ID:	IGETC:	Transferability:		
Motion on Course(s):					
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

## 10b. New Courses

HORT 007	Identification and Ecology of Landscape Plant Materials: Winter-Spring				
HORT 102	Plant Propagation and Production: Winter-Spring				
Rationale:	<i>Curriculum Review</i>				
Articulate:	C-ID:	IGETC:	Transferability:		
Motion on Course(s):					
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

## 10c. Modified Programs

Agriculture Plant Science AS-T					
Motion on Program(s):					
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		
Narrative <input type="checkbox"/>	LMI <input type="checkbox"/>	BACCC <input type="checkbox"/>	Advisory Committee <input type="checkbox"/>	TMC <input type="checkbox"/>	AAM <input type="checkbox"/>

# 11. Economics

Rationale for proposals a:							
Update ADT to include choice between MATH 020 and MATH 030							
Motion on a:	Mark Berrett					N/A	<input type="checkbox"/>
Seconded by:	Ashlie Lawson						
Comments/Discussion/Revisions:							
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>				

## 11a. Modified Programs

Economics AS-T											
Motion on Program(s):											
Seconded by:											
Comments/Discussion/Revisions:											
Final Resolution:	Yeses:		Noes:		Abstentions:						
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>								
Narrative	<input type="checkbox"/>	LMI	<input type="checkbox"/>	BACCC	<input type="checkbox"/>	Advisory Committee	<input type="checkbox"/>	TMC	<input type="checkbox"/>	AAM	<input type="checkbox"/>

## 12. Biotechnology

Rationale for proposals a-c:						
Update programs						
Motion on a:	Ashlie Lawson					N/A <input type="checkbox"/>
Seconded by:	Debra Berrett					
Comments/Discussion/ Revisions:	Jim Dekloe is requesting a title change due to the complications and the longevity of the name. Hoping to match Lab Assistant course with AB705 law.					
Final Resolution:	Yeses:	4	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

### 12a. Modified Programs

Cell and Gene Therapy						
Biotechnology Laboratory Assistant						
Motion on Program(s):						
Seconded by:						
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:		Noes:		Abstentions:	
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>			
Narrative <input type="checkbox"/>	LMI <input type="checkbox"/>	BACCC <input type="checkbox"/>	Advisory Committee <input type="checkbox"/>	TMC <input type="checkbox"/>	AAM <input type="checkbox"/>	

### 13. Real Estate

<b>Rationale for proposals a:</b>					
State mandated revisions to include new guidelines, laws regarding anti-discrimination and SB 263 requirements for real estate applicants and licensees in California.					
Motion on a:					N/A <input checked="" type="checkbox"/>
Seconded by:					
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

**13a.  
Modified  
Courses**

RE 173	Legal Aspects of Real Estate				
Rationale:	<i>Curriculum Review</i>				
Articulate:	C-ID:		IGETC:		Transferability:
Motion on Course(s):					
Seconded by:					
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

# 14. Management

<b>Rationale for proposals a-b:</b>					
Create new courses and program for Human Resources					
Motion on a-c:					N/A <input checked="" type="checkbox"/>
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

## 15a. New Course(s)

MGMT 194	Employee Compensation				
MGMT 195	Human Resource Compliance & Risk Management				
MGMT 196	Human Resource Development				
Rationale:					
Articulate:		C-ID:		IGETC:	
Transferability:					
Motion on Course(s):					
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

## 15c. New Program(s)

Human Resources (CA)					
Motion on Program(s):					
Seconded by:					
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		
Narrative <input type="checkbox"/>	LMI <input type="checkbox"/>	BACCC <input type="checkbox"/>	Advisory Committee <input type="checkbox"/>	TMC <input type="checkbox"/>	AAM <input type="checkbox"/>

# 11. Music

Rationale for proposals a:						
Curriculum Review						
Motion on a:	Debra Berrett					N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson					
Comments/Discussion/ Revisions:	Looked through eLumen workflow for many courses and references and content needing language updates. Minimum qualifications need to be added to some course descriptions. Working with Assessment Coordinator to archive some courses.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**13a.  
Modified  
Courses**

001	Beginning Theory I	
002	Beginning Theory II	
003	Advanced Theory I	
004	Advanced Theory II	
005	Music Fundamentals	
007	History of Jazz Music	
008	Music Appreciation	
009	Wind Ensemble	
010	Concert Band	
011	Symphonic Band	
013	Multicultural Music in America	
014	Jazz Ensemble	
015	Stage Band	
016	Symphony Orchestra	
017	Chamber Orchestra	
018	Beginning Steel Drum Band	
019	Instrumental Ensemble	
020	Choir	
021	Chorus	
023	Handbell Ensemble	
024	Master Works Chorale	
025	Chamber Choir	
026	Vocal Jazz Ensemble	
027	Elementary Piano Part I	
028	Elementary Piano Part II	
029	Intermediate Piano Part I	
030	Intermediate Piano Part II	
031	Class Lessons in Woodwinds	
032	Class Lessons in Brass	
033	Class Lessons in Strings	
034	Class Lessons in Percussion	
035A	Beginning Voice I	



035B	Beginning Voice II		
036A	Intermediate Voice I		
036B	Intermediate Voice II		
038	Class Lessons in Beginning Guitar		
039	Class Lessons in Intermediate Guitar		
040A	Applied Music I		
040B	Applied Music II		
040C	Applied Music III		
040D	Applied Music IV		
041A	Music Majors Piano		
041B	Music Majors Piano		
042A	Jazz and Pop Piano		
042B	Jazz and Pop Piano		
045	Exploration of Rap and Hip-Hop		
049	Music Honors		
051	Jazz and Popular Solo Voice		
055	Introduction to Jazz Improvisation		
056	Jazz Improvisational Ensemble		
Rationale:	<i>Curriculum Review</i>		
Articulate:	C-ID:	IGETC:	Transferability:
Motion on Course(s):			
Seconded by:			
Comments/Discussion/ Revisions:			
Final Resolution:	Yeses:	Noes:	Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	

<b>I. Report from Articulation Officer, Ashlie Lawson</b>	There are no items in this section.
<b>II. Report from Assessment Coordinator, Andrew Wesley</b>	There are no items in this section.
<b>III. Report from Curriculum Analyst, Lisa Abbott</b>	There are no items in this section.
<b>IV. Report from VP of Academic Affairs, David Williams</b>	There are no items in this section.
<b>V. Report from Curriculum Committee Chair, Sarah Barsness</b>	There are no items in this section.
<b>VI. Other</b>	There are no items in this section.
<b>VII. Open Discussion</b>	There are no items in this section.
<b>VIII. Adjournment</b>	Ashlie Lawson motioned to adjourn the meeting. Debra Berrett seconded the motion. The meeting was adjourned at 3:08pm.

**ALL MEETINGS WILL BE HELD STARTING AT 1:00 PM ON ZOOM UNLESS OTHERWISE NOTED**

*\*\*Under the Bagley-Keene Act, a body does not have to listen to comments on matters that are not on the agenda or that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 11125.7(a).*

*Under the Brown Act, the public is entitled to comment on any matter within the subject matter jurisdiction of the legislative body, as well as any agenda item. Cal. Gov't Code § 54954.3(a). See Galbiso v. Orosi Pub. Util. Dist., 167 Cal. App. 4th 1063, 1080, 84 Cal. Rptr. 3d 788 (2008). Under the Brown Act, the legislative body does not have to listen to comments on items that are not within its subject matter jurisdiction. 78 Ops. Cal. Att'y Gen. 224 (1995). And, as under the Bagley-Keene Act, a legislative body under the Brown Act does not have to listen to comments on items that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 54954.3(a).*

*An agency may limit public comment on items described in the agenda to the time when those items are being considered. Olson v. Hornbrook Cmty. Servs. Dist., 33 Cal. App. 5th 502, 528, 245 Cal. Rptr. 3d 236 (March 26, 2019).*

*In addition, under both Acts, the body may adopt reasonable regulations to ensure that the above provisions are carried out, including but not limited to regulations limiting the total amount of time allocated to each individual speaker for public testimony or comment on particular issues. Cal. Gov't Code §§ 11125.7(b) (Bagley-Keene Act); 54954.3(b) (Brown Act). A legislative body of a local agency may regulate the time, place and manner for speech to ensure orderly discussion. Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996) (Brown Act); see, e.g., Ribakoff v. City of Long Beach, 27 Cal. App. 5th 150, 177, 238 Cal. Rptr. 3d 81 (2018) (rejecting plaintiff's First Amendment facial and as applied challenge to board's rule limiting public comment to three minutes); Olson, 33 Cal. App. 5th at 528 (holding limitation on public comment on agenda items to when those items are being considered was not an unreasonable regulation).*