



Technical Review Meeting

Minutes

Date: April 5, 2022

Meeting Room: Zoom

Zoom

1:00 pm – 3:00 pm

1. Call to Order	The regular Technical Review meeting was called to order at 1:03 pm on April 5, 2022. Sarah Barsness presided. The meeting was held via Zoom due to the COVID 19 pandemic.
2. Roll Call	

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 type="checkbox"/>	Andrew Wesley Assessment Coordinator

Committee Members	
<input checked="" type="checkbox"/>	Sarah BarsnessChair
<input checked="" type="checkbox"/>	Debra Berrett Applied Technology & Business
<input checked="" type="checkbox"/>	Mark Berrett Applied Technology & Business
<input checked="" type="checkbox"/>	Ashlie LawsonArticulation Officer
<input checked="" type="checkbox"/>	Lisa NeeleyDean, Applied Technology and Business

Guests	Title
John Perez	
Laura Pirott	
Darla Williams	
Andrew McGee	
Adrienne Cary	
Tony Zitko	
Alonso Duarte	
Darla Williams	
Sheila Hudson	
Sandra Diehl	
Rick Marshall	
Lorna Marlow-Muñoz	
James Word	
Neil Glines	

3. Approval of Minutes	<i>Approval of Minutes from: 3/22/2022</i>			
	Motion:	Debra Berrett		
	Seconded by:	Mark Berrett		
	Comments/Discussion/ Revisions:	Correct title to Technical Review. Say removed on CS.		
	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:	Debra Berrett					
Seconded by:	Mark Berrett					
Comments/Discussion/Revisions:	Change title to Technical Review 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>		
6a. General		
6b. Workload/Class Max		
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"/>
--	--	------------------------------

10. Health Education

Rationale for proposals a:						
HED created a new course and modified another to incorporate into new Public Health Science ADT						
Motion on a-c:	Ashlie Lawson				N/A <input type="checkbox"/>	
Seconded by:	Debra Berrett					
Comments/Discussion/ Revisions:	Discussion about course description language and C-ID. Rationale needed for class max lowered. Addition of anti-racism and equity language and content.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

10a. New Courses

HED 001	Introduction to Public Health					
Rationale:	<i>Create new course for C-ID and ADT</i>					
Articulate:	C-ID:	PHS 101	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. Modified Courses

HED 002	Health Education					
Rationale:	<i>Modify to align with C-ID</i>					
Articulate:	C-ID:	PHS 100	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. New Programs

Public Health 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. Automotive Technology

Rationale for proposals a-c:						
ASE (Automotive Service Excellence) program accreditation standards have changed dramatically since this course curriculum was developed. As an ASE accredited program, we are required to maintain our program curriculum to reflect the current accreditation standard changes. Changes include: Update textbook requirements, update course contact hours both lecture and lab, update minimum qualifications required to teach the course as required to meet the updated EPA regulations for handling and disposal of refrigerants, and to meet ASE industry accreditation standards for accredited automotive training programs.						
Motion on a-c:	Lisa Neeley					N/A <input type="checkbox"/>
Seconded by:	Debra Berrett					
Comments/Discussion/Revisions:	Titling may need to change. Hours for Smog Check need to align. Moving to final Curriculum Meeting on May 17 th , 2022.					
Final Resolution:	Yeses:	4	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

11a. Modified Courses

ATEC 070	Automotive Fundamentals				
ATEC 137	Automotive Heating and Air Conditioning				
ATEC 140	Electric & Hybrid Vehicle Technologies				
ATEC 141	Smog Check Level I				
ATEC 142	Smog Check Level II				
ATEC 151	Automotive Parts and Service				
Rationale:		<i>Create new course for C-ID and ADT</i>			
Articulate:		C-ID:	PHS 101	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"/>		

11b. New Courses

ATEC 143	ADAS Safety Systems				
ATEC 144	Introduction to Light Duty Diesel				
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. New Programs

Master Automotive Technician					
Smog Check Specialist					
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. Real Estate

Rationale for proposals a:						
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:	Debra Berrett					N/A <input type="checkbox"/>
Seconded by:	Lisa Neeley					
Comments/Discussion/Revisions:	Mention implicit bias training into course description.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

12a. Modified Courses

RE 172	Real Estate Practice					
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"/>		

13. World Languages

Rationale for proposals a-c:						
Curriculum Review – SPAN, FREN, FLNG						
Motion on a-c:	Debra Berrett					N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson					
Comments/Discussion/ Revisions:	FLNG need to change to WLNG. Possibility of changing title of FLNG to have the French and Spanish courses crosslisted instead.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**13a.
Modified
Courses**

FLNG 101	Cross Age Teaching	
FREN 001	First Semester French	
FREN 002	Second Semester French	
FREN 003	Third Semester French	
FREN 004	Fourth Semester French	
FREN 011	Conversational French	
FREN 031	First Semester French, Part 1	
FREN 032	First Semester French, Part 2	
FREN 049	French Honors	
SPAN 001	First Semester Spanish	
SPAN 002	Second Semester Spanish	
SPAN 003	Third Semester Spanish	
SPAN 004	Fourth Semester Spanish	
SPAN 011	Conversational Spanish	
SPAN 049	Spanish Honors	
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"/>

13b. Inactivate Courses

FREN 012 Intermediate French Conversation						
SPAN 031 First Semester Spanish, Part I						
SPAN 032 First Semester Spanish, Part II						
SPAN 033 Second Semester Spanish, Part I						
SPAN 034 Second Semester Spanish, Part II						
Motion on Course(s):						
Seconded by:						
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:		Noes:		Abstentions:	
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>			

13c. Modified Programs

World Languages AA						
Spanish AA						
French AA						
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"/>	

14. Horticulture

Rationale for proposals a-c:						
Create and Revise courses to align with C-ID						
Motion on a-c:	Debra Berrett					N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson					
Comments/Discussion/Revisions:	Clarify description and content to reflect the differences between each season. Pending approval from Curriculum Representative and Dean. Need to alert Assessment Coordinator and Articulation Officer for further changes.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

14a. 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"/>		

14b. 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"/>		

14c. 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"/>	

15. Management

Rationale for proposals a-b: Create new courses and program to expand our offering in Management to include Human Resources						
Curriculum Review - PHOT						
Motion on a-c:	Lisa Neeley				N/A <input type="checkbox"/>	
Seconded by:	Ashlie Lawson					
Comments/Discussion/Revisions:	Pending feedback from Dean, Assessment Coordinator and Articulation Officer.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" 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"/>	

I. Report from Articulation Officer, Ashlie Lawson	There is nothing in this section.
II. Report from Assessment Coordinator, Andrew Wesley	There is nothing in this section.
III. Report from Curriculum Analyst, Lisa Abbott	There is nothing in this section.
IV. Report from VP of Academic Affairs, David Williams	There is nothing in this section.
V. Report from Curriculum Committee Chair, Sarah Barsness	There is nothing in this section.
VI. Other	There is nothing in this section.
VII. Open Discussion	There is nothing in this section.
VIII. Adjournment	Lisa Neeley motioned to adjourn. Debra Berrett seconded the motion. The meeting was adjourned at 3:27pm.

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).