



# Technical Review Committee

## Minutes

Date: May 10, 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 1:04 pm on May 10, 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
Mary Anne Valch	
Alison Bolton	
Ferdinanda Florence	
Teri Yumae	
Will Martinelli	
Alonso Duarte	
Stephen Watkins	
Ginger Cain	
Neil Glines	
Sarah Donovan	
James Word	
Christine Mani	
Nick Vasallo	
Isabel Anderson	

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: 4/26/2022					
Motion:	Ashlie Lawson				
Seconded by:	Debra Berrett				
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:	Mark Berrett					
Comments/Discussion/ Revisions:	Adjusting order of what we speak about first. Do not have MUSC reporting program on schedule, but would add on.					
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

**6. Comments from the Public**

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

**7. Information Items**

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

**8. Action Items**

		N/A <input type="checkbox"/>
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## 9. ART

Rationale for proposals a:						
Curriculum Review - ART						
Motion on a:	Ashlie Lawson motioned to approve pending changes requested.					N/A <input type="checkbox"/>
Seconded by:	Debra Berrett					
Comments/Discussion/ Revisions:	Pending changes requested.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>			No: <input type="checkbox"/>		

### 9a. Modified Courses

ART 038	Printmaking - Beginning	
ART 043	Printmaking - Relief	
ART 039	Printmaking - Etching and Engraving: Line	
ART 040	Printmaking - Etching and Engraving: Tone	
ART 041	Printmaking - Etching and Engraving: Color	
ART 064	Printmaking - Monotype/monoprint	
ART 042	Screen Printing	
ART 042A	Screen Printing - Commercial	
ART 015C	Book Making	
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"/>

## 10. THEA

Rationale for proposals a-b:						
Curriculum Review						
Motion on a-b:	Debra Berrett motioned to move courses to CC pending changes.					N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson					
Comments/Discussion/Revisions:	Pending minor changes requested.					
Final Resolution:	Yeses:	4	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>			No: <input type="checkbox"/>		

### 10a. New Courses

THEA 001	Acting 1	
THEA 002	Acting 2	
THEA 003	Stagecraft	
THEA 005	Applied Drama	
THEA 006	Introduction to Theatre	
THEA 008	Stage Make-Up	
THEA 009	Script Analysis	
THEA 010	Theatre History 1	
THEA 011	Theatre History 2	
THEA 020	Introduction to Stage Lighting	
THEA 021	Introduction to Theatre Design	
THEA 035	Fundamentals of Musical Theatre: Acting	
THEA 040	Acting for the Camera	
THEA 055	Advanced Theatre Touring Company	
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"/>

### 10b. Modified Programs

Theatre Arts A.A.						
Theatre Arts A.A.-T						
Theatre Arts Technical Cert of Achv						
Motion on Program(s):						
Seconded by:						
Comments/Discussion/Revisions:				Contingent on numbering plan.		
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. Management

<b>Rationale for proposals a-b:</b>						
Creation of courses and program for Human Resources field of study						
Motion on a-b:	Lisa Neeley motioned to move courses to CC pending changes.				N/A <input type="checkbox"/>	
Seconded by:	Ashlie Lawson					
Comments/Discussion/Revisions:	Workflow changes weren't made, so need to regroup on these courses with Assessment Coordinator and Articulation Officer. Looked through eLumen workflow for future changes needed.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

### 11a. 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"/>			

### 11b. 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"/>	

## 12. MATH

### Rationale for proposals a:

#### MATH 002

1. Due to AB705, we're anticipating fewer students will have strong intermediate algebra skills. So the additional two hours per week will allow for 'just-in-time remediation'.

2. The lab hours will allow us to implement more active learning strategies and discovery learning methods. Math 2 is transferable level college algebra course. It builds on and extends the material of Intermediate Algebra to prepare students for Calculus. By its nature it presupposes a stronger grounding in algebra skills than many other of our math courses. Calculus introduces many interesting abstract ideas, but much of the work applying them is rooted in algebra. We feel that students need more guided application time in college algebra than a traditional lecture course allows. C-ID = 4.0 units

#### MATH 020 and MATH 021

1. The two courses exceed the number of units that universities will accept for their corresponding courses. Many of our STEM majors are required to take more units than they can transfer, so this will allow us to align with guided pathways. Reducing the units to four will allow Chemistry (and maybe others?) to satisfy the units requirement for a transfer degree. Currently, there are too many units among the required courses to meet the 60-unit max for the Chemistry AD-T.
2. C-ID = 4.0 units
3. The lab hours will allow us to implement more active learning strategies and discovery learning methods.
4. The additional one hour per week will provide time for remediation.

Motion on a:	Mark Berrett motioned to table and wait for program modification.					N/A <input checked="" type="checkbox"/>
Seconded by:	Debra Berrett					
Comments/Discussion/ Revisions:	Tabled and will await program modification adjustments needed for completion in the Fall.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>			No: <input type="checkbox"/>		

#### 12a. Modified Courses

MATH 002	College Algebra for Calculus					
MATH 020	Analytic Geometry and Calculus I					
MATH 021	Analytic Geometry and Calculus II					
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"/>		

### 13. 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:	Lisa Neeley motioned to move to CC pending changes discussed.					N/A <input type="checkbox"/>
Seconded by:	Debra Berrett					
Comments/Discussion/Revisions:	Explicitly add language to address equitable practices in the field into the course description and course content.					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**13a.  
Modified  
Courses**

RE 173 Legal Aspects of Real Estate							
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"/>			

## 14. Music

Rationale for proposals a-b:						
Curriculum Review and modification and creation of Sound Recording Courses/Certs						
Motion on a-b:	Mark Berrett motioned to table until next semester to get more input from the department.					N/A ☒
Seconded by:	Ashlie Lawson					
Comments/Discussion/ Revisions:	Looked through eLumen workflow for BACCC requirements that Teri or Lisa Neeley must request. Need to add class max rationale and DE requests/needs. Discussion regarding variable unit lab courses and how it works with the other courses. Tabled because they weren't complete and needed review.					
Final Resolution:	Yeses:	4	Noes:	0	Abstentions:	0
Motion Passed:	Yes: ☒		No: ☐			

### 11a. New Course(s)

MUSC 052	Sound Recording	
MUSC 053	Advanced Sound Recording	
MUSC 060	Sound Recording Lab	
MUSC 061	MIDI and Computer Music Sequencing	
MUSC 066A	Advanced Sound Recording – Signal Processing	
MUSC 066B	Advanced Sound Recording – Microphone Technique	
MUSC 066C	Advanced Sound Recording – Mixing and Mastering	
MUSC 066D	Advanced Sound Recording – Analog Recording	
MUSC 066E	Advanced Sound Recording – Home Studio Recording	
MUSC 066F	Advanced Sound Recording – Studio Design and Equipment	
MUSC 066G	Sound Recording Project	
MUSC 067A	Introduction to Pro Tools	
MUSC 067B	Pro Tools Production	
MUSC 071	Business of Music I	
MUSC 072	Business of Music II	
MUSC 073	Artist Management	
MUSC 074	Music Promotion	
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"/>
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**11b. New Program(s)**

Sound Production (CA)					
Sound Production Specialist (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"/>

<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>	Mark Berrett motioned to adjourn the meeting. Ashlie Lawson seconded the motion. The meeting was adjourned at 3:28pm.

## **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).*