



## Technical Review Committee

Approved Minutes  
**October 24, 2017**  
**Meeting Room: 504**  
**1:30 pm – 3:30 pm**

<b>1. Call to order</b>	<p>Articulation Officer Curtiss Brown called the meeting to order at 1:32pm.</p> <ul style="list-style-type: none"> <li>- Curtiss Brown facilitated this meeting in Jim DeKloe’s absence.</li> </ul>
<b>2. Roll Call</b>	<p><b>Members:</b> Lisa Abbott (Curriculum Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Amy Obegi, Dean Morinec, Deb Berrett, and Jose Cortes.</p> <p><b>Guests:</b> Karen Cook and Doug Green.</p> <p><b>Absent:</b> Jim DeKloe (Chairperson).</p>
<b>3. Agenda Approval</b>	<p>Deb Berrett motioned to approve the minutes of October 24, 2017. It was seconded by Dean Morinec. The agenda was approved unanimously.</p>
<b>4. Approval of Minutes</b>	<p>Deb Berrett motioned to approve the minutes of October 3, 2017. It was seconded by Dean Morinec. The minutes was approved unanimously.</p>
<b>5. Comments from the Public</b>	<p>There were no comments from the public.</p>
<b>6. Information</b>	<p>There were no items on this section</p>
<b>7. Consent Items for Curriculum Committee</b>	<p>There were no items on this section</p>
<b>8. New Course</b>	<p><u>8a. (CP17F-20) ASTR 045: Introduction to Astrobiology and the Search for Life in the Universe</u></p> <p><b>Note:</b> Item 8a was removed from the agenda.</p> <p><u>8b. (CP17F-69) DRFT 145: AutoCAD Basics</u></p> <ul style="list-style-type: none"> <li>1. Action on the Course:</li> </ul> <p>Deb Berrett motioned to approve DRFT 145. It was seconded by Dean Morinec. The course was approved by the committee unanimously.</p> <p><u>8c. (CP17F-70) DRFT 151: 3D Modeling with Fusion 360</u></p> <ul style="list-style-type: none"> <li>1. Action on the Course:</li> </ul> <p>Deb Berrett motioned to approve DRFT 151. It was seconded by Dean Morinec. The course was approved by the committee unanimously.</p> <p><u>8d. (CP17F-71) DRFT 161: Introduction to REVIT Architecture Software</u></p> <ul style="list-style-type: none"> <li>1. Action on the Course:</li> </ul> <p>Dean Morinec motioned to approve DRFT 161. It was seconded by Jose Cortes. The course was approved by the committee unanimously.</p>

8e. (CP17F-72) IT 181: Making Things 1 - Basic Electronics

1. Action on the Course:

Dean Morinec motioned to approve IT 181. It was seconded by Deb Berrett. The course was approved by the committee unanimously.

8f. (CP17F-73) IT 182: Making Things 2 - Tool Use and Safety

1. Action on the Course:

Dean Morinec motioned to approve IT 182. It was seconded by Deb Berrett. The course was approved by the committee unanimously.

8g. (CP17F-74) IT 183: Making Things 3 - 2D Technology

1. Action on the Course:

Jose Cortes motioned to approve IT 183. It was seconded by Dean Morinec. The course was approved by the committee unanimously.

8h. (CP17F-75) IT 184: Making Things 4 - 3D Technology

1. Action on the Course:

Dean Morinec motioned to approve IT 184. It was seconded by Jose Cortes. The course was approved by the committee unanimously.

8i. (CP17F-76) IT 185: Maker Space Technology Lab

1. Action on the Course:

Dean Morinec motioned to approve IT 185. It was seconded by Deb Berrett. The course was approved by the committee unanimously.

**9. Course Modification**

9a. (CP17F-77) DRFT 045 Introduction to Computer-Aided Drafting (CAD): Computer title, Description, Units, content

1. Action on the Course:

Deb Berrett motioned to approve DRFT 045. It was seconded by Dean Morinec. This course modification was approved by the committee unanimously.

9b. (CP17F-78) IT 101 Introduction to Mechatronics: Title, SAM code, Description, objectives, Methods of evaluation, content

1. Action on the Course:

Deb Berrett motioned to approve IT 101. It was seconded by Dean Morinec. This course modification was approved by the committee unanimously.

**Note:** Items 9a and 9b were added to the agenda at the meeting.

**10. Course Deletion**

10a. (CP17F-41) AUTB 100 Fundamentals of Auto Body Repair

10b. (CP17F-42) AUTB 101 Spray Paint Theory and Techniques

10c. (CP17F-43) AUTB 102 Automotive Body Panels and Frame Straightening

10d. (CP17F-44) AUTB 103 Advanced Auto Body Repair and Painting

10e. (CP17F-45) AUTB 110 Special Projects

1. Action on these Courses:

Dean Morinec motioned to combine items 10a through 10e and approve deletions of these courses. It was seconded by Jose Cortes. Deletions of these courses were approved by the committee unanimously.

## 11. Curriculum Review

11a. (CP17F-18) General Astronomy: Other Catalog Info, Objectives, Content, Textbo

11b. (CP17F-19) Stars, Galaxies, and Cosmology: Objectives, Content, Textbooks

**Note:** Items 11a and 11b were deleted from the agenda.

## 12. New Program

12a. (CP17F-62) Maker Technology Certificate

1. Action on the Program:

Dean Morinec motioned to approve Maker Technology Certificate as a new program. This was seconded by Jose Cortes. The committee approved the program unanimously.

## 13. Program Modification

13a. (CP17F-59) Computer Aided Drafting (CAD) Technician – Job-Direct Certificate

1. Action on the Program:

Deb Berrett motioned to approve modifications on CAD Technician. It was seconded by Dean Morinec. The committee approved this program modification unanimously.

13b. (CP17F-60) Drafting and Design Technician A.S.

1. Action on the Program:

Dean Morinec motioned to approve modifications on Drafting and Design Technician A.S. It was seconded by Deb Berrett. The committee approved this program modification unanimously.

13c. (CP17F-61) Drafting and Design Technician Certificate

1. Action on the Program:

Dean Morinec motioned to approve modifications on Drafting and Design Technician Certificate. It was seconded by Deb Berrett. The committee approved this program modification unanimously.

13d. (CP17F-79) Survey and Civil Drafting Technician A.S.: Units, courses

13e. (CP17F-80) Survey and Civil Drafting Technician Certificate: Units, courses

1. Action on these Programs:

Jose motioned to combine items 13d and 13e and to approve these program changes. It was seconded by Deb Berrett. These program modifications were approved by the committee unanimously.

## 14. Program Deletion

14a. (CP17F-49) Automotive Body and Repair A.S.

1. Action on the Program:

Dean Morinec motioned to approve deletion of Automotive Body and Repair A.S. It was seconded by Jose Cortes. The motion to delete this program was approved by committee unanimously.

14b. (CP17F-63) Welding Equipment Operator - Job-Direct Certificate

14c. (CP17F-64) Welding Industrial Technician A.S.

14d. (CP17F-65) Welding Industrial Technician Certificate

1. Action on these Programs:

Dean Morinec motioned to combine items 14b through 14d and approve the deletions of these programs. It was seconded by Jose Cortes. Deletions of these programs were approved by the committee unanimously.

14e. (CP17F-57) Criminal Justice, Computer Forensics A.S.

14f. (CP17F-58) Criminal Justice, Computer Forensics Certificate

1. Action on these Programs:

Deb Berrett motioned to combine 14e and 14f and approve deletions of these programs. It was seconded by Jose Cortes. Deletions of these programs were approved by the committee unanimously.

**15. High School  
Articulation**

There were no items on this section

**16. Report from  
Assessment  
Coordinator**

Amy Obegi, Assessment Committee Coordinator, did not provide an update.

**17. Report from the Chair**

James DeKloe, Curriculum Committee Chairperson was not at this meeting.

**18. Report from VP of  
Academic Affairs**

David Williams, VP of Academic Affairs, did not provide an update.

**19. Report from the  
Articulation Officer**

Curtiss Brown, Articulation Officer, did not provide an update.

**20. Other**

There were no items on this section.

**21. Open Discussion**

There were no items on this section.

**22. Adjournment**

Jose Cortes motioned to adjourn the meeting. It was seconded by Deb Berrett. The meeting adjourned at 3:52pm.

**ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 504 UNLESS OTHERWISE NOTED:**

October 24, 2017  
November 7, 2017  
November 21, 2017  
December 12, 2017  
January 23, 2018  
February 6, 2018  
February 20, 2018  
March 20, 2018  
April 17, 2018  
May 1, 2018