



TECHNICAL REVIEW COMMITTEE

Approved Minutes

January 22, 2019

Meeting Room: 504,

1:30 pm – 3: 30 pm

1. Call to order

Technical Review Committee Chair Jim DeKloe called meeting to order at 1:33 pm.

2. Roll Call

Jim DeKloe (Chairperson), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Sandy Lamba (Dean), Amy Obegi (Assessment Coordinator), and Deb Berrett (Faculty).

Guest: Adrienne Cary and Dean Joe Ryan.

3. Agenda Approval

Deb Berrett motioned to approve the agenda of January 22, 2019 as presented. It was seconded by Dean Sandy Lamba. The agenda was approved unanimously.

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.

4. Approval of Minutes

There were no item on this section.

5. Comments from the Public

There were no comments from the public.

6. Consent Items for Curriculum Committee

There were no items on this section.

7. Action Items

There were no items on this section.

8. New Course

8a. ATEC 148E Special Topics – Automotive Data Acquisition

After reviewing this new course, the committee had several inquiries that the Automotive department will need to address before this course could be further reviewed.

1. Action on the Course: None

8b. BIOT 060 Mammalian Cell Culture

The committee had discussions regarding this course's Special Topics, COR, requirements, transferability, outside-of-class hours, class max, certificate change, and etc.

1. Action on the Requisite: Debra Berrett motioned to approve the requisites of this course. It was seconded by Dean Sandy Lamba. The motion passed unanimously.
2. Action on the Course: Debra Berrett motioned to approve BIOT 060. It was seconded by Dean Sandy Lamba. The motion passed unanimously.

8c. BIOT 061 Stem Cells and Cell-Based Technologies

Chair DeKloe and the committee discussed the following: lecture and lab hours, how this course will discuss cure for cancer, and the department will be notified to modify assignment information before Curriculum Committee meeting the following week.

1. Action on the Requisite: Debra Berrett motioned to approve the requisites of this course. It was seconded by Dean Sandy Lamba. The motion was approved unanimously.
2. Action on the Course: Deb Berrett motioned to approve BIOT 061. It was seconded by Dean Sandy Lamba. The motion passed unanimously.

9. Course Modification

9a. ASTR 020 Astronomy Laboratory: DE and Methods of Instruction

The committee discussed modifications of this course: objectives, will this course require a telescope in class to learn its parts, DE requirements, and course description changes.

1. Action on the Course: Debra Berrett motioned to approve this course. It was seconded by Dean Sandy Lamba. The motion passed unanimously.

9b. PHOT 071 Digital Imaging: Title, SAM Code, Requisite, and Content

The committee had several inquiries regarding modifications of this course and incomplete information regarding textbook update, decision planning, SLO, software, and etc. As a result, approval of PHOT 071 was postponed until more information was received from Sarah Barsness. Debra Berrett motioned to delay approval of this course. It was seconded by Dean Sandy Lamba. The motion passed unanimously.

1. Action on the Course: NONE

9c. RE 172 Real Estate Practice:

Adrienne Cary stated that she updated the following information for this course: PLOs, assignments, included new edition book, and policies/regulations. This will be one of the required courses to receive a Science Degree. Also, years of real estate experience and BS required.

1. Action on the Course:
Dean Sandy Lamba motioned to approve modifications of RE 172. It was seconded by Debra Berrett. The motion was approved unanimously.

10. Course Inactivation

10a. NURS 058C Skills Lab III

10b. NURS 060 Nursing of Adults II/Medical-Surgical Nursing

10c. NURS 061 Psychiatric and Mental Health Nursing

1. Action on the Courses: Debra Berrett motioned to approve inactivation of items 10a, 10b, and 10c. It was seconded by Dean Sandy Lamba. The committee approved inactivation of these courses unanimously.

11. Curriculum Review

There were no items on this section.

12. New Program

12a. Health Sciences A.S.

12b. Health Sciences Certificate of Achievement

The committee discussed this new programs' TOP Code and CTE.

1. Action on the Programs: Dean Sandy Lamba motioned to delay approval of items 12a and 12b until the Health Science department could provide further information and address the committee's concerns. The motion was seconded by Debra Berrett. The motion passed unanimously.

12c. Stem Cells and Cell Based Technologies Certificate of Achievement

1. Action on the Program: Dean Sandy Lamba motioned to delay approval of this program until further information such as, additional LMI and CIP, were obtained from the department. This was seconded by Debra Berrett. The motion passed unanimously.

13. Program Modification	There were no items on this section.
14. Program Inactivation	There were no items on this section.
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 Coordinator, did not provide an update.
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	20a. High School Articulation Agreement Discussion: None 20b. VP Diamond: Student Centered Funding Formula: None
21. Open Discussion	There were no item on this section.
22. Adjournment	The committee meeting was adjourned at 3:01 pm.

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

Spring
January 22, 2019
February 5, 2019

February 19, 2019

March 5, 2109

March 26, 2019

April 9, 2019

April 30, 2019