



Technical Review Minutes

Date: October 19, 2021

Meeting Room: Zoom

1:00 pm – 3:00 pm

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| 1. Call to order | The regular Technical Review meeting was called to order at 1:04 pm on October 19, 2021. Sarah Barsness presided. The meeting was held via Zoom due to the COVID 19 pandemic. |
| 2. Roll Call | Technical Review Officials: Sarah Barsness (Chairperson), Lisa Abbott (Analyst), Ashlie Lawson (Articulation Officer), David Williams (VP of Academic Affairs), Andrew Wesley (Assessment Coordinator), Lisa Neeley (Dean), Deb Berrett (Faculty), Mark Berrett (Faculty) Jessica Corbin (Executive Assistant) Guests: Sarah Nordin, Lauren Taylor-Hill, Rhuenette Alums, Laura Pirott, Abigail Seaman, Isabel Anderson, Mary Anne Valch, Joseph Ryan, Genele Rhoads, Saki Cabrera, Rennee Moore, Rachel Smith, James Word |
| 3. Agenda Approval | <i>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.</i> |
| 4. Approval of Minutes | None |
| 5. Comments from the Public | There were no comments from the public |
| 6. Consent Items for Curriculum Committee | There were no items in this section. |
| 7. Action Items | <u>7a. The following courses are modifying DE</u> Rennee Moore presented modality changes to match other schools; this includes adding hybrid courses so more BIO labs can take place in person. Genele Rhoads explained concerns for MATH faculty and wishes for hybrid modality with an exception to MATH 011 and MATH 012. Discussion about SLOs coming through with the DE only changes. BIO: 002, 003, 004, 005, 012L, 014, 015, 016L, 019 MATH 002, 011, 012, 020, 021, 022, 023, 030, 031, 040, 051, 055, 103, 112, 311 1. Action on the courses: Debra Berrett moved to approve item 7a to Curriculum Committee. It was seconded by Mary Anne Valch. The motion passed unanimously. |

7b. The following courses are changing prefix and entering DE, and instructional modality (DE previously approved)

Sarah Nordin presented the name change from Criminal Justice to Administration of Justice. The term is outdated and “criminal” has equity issues attached to it. Andrew Wesley discussed SLO modifications needed.

AJ: 001, 002, 011, 051, 052, 053, 056, 057, 058, 059, 060, 062, 064, 070A, 070B, 080, 082

1. Action on the courses: Mark Berrett moved to approve item 7b with the pending changes to SLOs. Debra Berrett seconded the motion. The motion passed unanimously.
2. Motion to add Administration of Justice programs on the table to vote on changes by Debra Berrett. It was seconded by Lisa Neeley. The motion passed unanimously.

7c. The following courses are changing numbers and entering DE, and instructional modality (DE previously approved)

Lisa Abbott presented for the dance and kinesiology faculty. They are incorporating a number change to update to a seamless and in order of succession process.

DANC: 010A, 010B, 011A, 012A, 012B, 013A, 013B, 013C, 014A, 014B, 015A, 016A, 16B, 020A, 025A

KINE: 002A, 002B, 002X, 003A, 003D, 003E, 003X, 003Y, 006X, 010A, 011A, 011B, 011X, 012A, 012B, 012X, 013X, 018A, 018X, 018Z, 019A, 021A, 021B, 023A, 023B, 023X, 023Y, 023Z, 025A, 025B, 030A, 030B, 032A, 032X, 036A, 036B, 037A, 037B, 040A, 041A, 042A, 045C, 050A

1. Action on the courses: Debra Berrett moved to approve item 7c to Curriculum Committee. It was seconded by Mark Berrett. The motion passed unanimously.

7d. The following programs were modified to include number changes:

Dance (AA), Kinesiology AA-T, Elementary Teacher Education (AA-T), Interdisciplinary Studies-Wellness and Self Development (AA), Sports Medicine/Athletic Training (AS)

1. Action on the programs: Debra Berrett moved to approve item 7d to Curriculum Committee. It was seconded by Ashlie Lawson. The motion passed unanimously.

8. New Course

8a. SPAN 070 Spanish for the Professions

8b. SPAN 071 Introduction to Spanish/English Community Interpreting

8c. SPAN 175 Spanish/English Communication Experience Seminar

8d. SPAN 181 Fundamentals of Healthcare Interpreting

8e. SPAN 182 Skill-Building Practices for Spanish/English Healthcare Interpreting

8f. SPAN 185 Spanish/English Healthcare Interpreting Experience Seminar

Laura Pirott explains 2 certificate programs with 3 courses each that need OCED credits and experience seminars. David asks about hidden prerequisites to allow more students into the program. Native speakers, SPAN 004 completion, and/or an assessment test will be used. There is discussion about making it an occupational course.

1. Action on the requisite: Debra Berrett motioned to approve the requisite. Ashlie Lawson seconded the motion. The motion passed unanimously.
2. Action on the course: Motion to approve new courses 8a, 8b, 8c, 8d, 8e, and 8f as a group from Ashlie Lawson. The motion was seconded by Lisa Neeley. The motion passed unanimously.
3. Action on the DE: Ashlie Lawson motioned to approve DE for 8a-8f. Mark Berrett seconded the motion. The motion was passed unanimously.

8g. PHOT 033 Digital Imaging for Photographers 2

8h. PHOT 165 Workshop: Lighting on Location

Sarah Barsness discusses photography software course that includes lightroom and photoshop standards.

1. Action on the requisite: Debra Berrett motioned to group 8g and 8h. Lisa Neeley seconded the motion. The motion passed unanimously.
2. Action on the course: Debra Berrett motioned to move 8g and 8h to Curriculum Committee pending changes to Course Objectives and Titling. Ashlie Lawson seconded the motion. The motion passed unanimously.
3. Action on the DE: Ashlie Lawson motioned to approve DE for 8g and 8h. Mark Berrett seconded the motion. The motion was passed unanimously.

9. Course Modification

8a. PHOT 032 Digital Imaging for Photographers:

8b. PHOT 035 Art of Photography:

8c. PHOT 045 Introduction to Filmmaking for Photographers:

8d. PHOT 152 Professional Photography: Portraiture:

8e. PHOT 153 Professional Photography: Product, Advertising and Editorial:

8f. PHOT 154 Professional Photography: Interior and Exterior:

1. Action on the requisite: Debra Berrett motioned to group 8a-8f. Lisa Neeley seconded the motion. The motion passed unanimously.
2. Action on the course: Debra Berrett motioned to move 8a-8f to Curriculum Committee pending changes to Course Objectives and Titling. Ashlie Lawson seconded the motion. The motion passed unanimously.

10. Course Inactivation

There are no items on this section.

11. Curriculum Review

There are no items on this section.

12. New Program

13a. Spanish/English Communication Specialist (CA)

13b. Spanish/English Healthcare Interpreter Training (CA)

Sarah Barsness presented that the programs have been reviewed and approved previously.

1. Action on the Program: Motion to group 13a and 13b by Debra Berrett. It was seconded by Lisa Neeley. That motion was passed unanimously.
2. Action on the Program: Motion to approve and move 13a and 13b to Curriculum Committee by Debra Berrett. That motion was seconded by Lisa Neeley. That motion passed unanimously.

13. Program Modification

13a. Photo Illustration (CA):

13b. Photography, Professional (AA)

13c. Photography Professional (CA)

Sarah Barsness explained this has already been approved but need to move it forward to Curriculum Committee to add new courses.

1. Action on the Program: Ashlie Lawson motioned to group program modifications for photography, 13-13c. Mark Berrett seconded the motion. The motion passed unanimously.
2. Action on the Program: Ashlie Lawson motioned to approve these to Curriculum Committee pending changes discussed. Debra Berrett seconded the motion. The motion passed unanimously.

14. Program Inactivation

There are no items on this section.

**15. High School
Articulation**

There are no items in this section.

**16. Report from
Assessment
Coordinator, Andrew
Wesley**

No report

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| 17. Report from the Curriculum Committee Chair, Sarah Barsness | No report |
| 18. Report from VP of Academic Affairs, David Williams | No report |
| 19. Report from the Articulation Officer, Ashlie Lawson | No report |
| 20. Report from Curriculum Analyst, Lisa Abbott | No report |
| 21. Other | There were no items in this section. |
| 22. Open Discussion | There were no items in this section. |
| 23. Adjournment | Ashlie Lawson moved to adjourn. Debra Berrett seconded the motion. The meeting adjourned at 3:16 pm. |

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM ON ZOOM UNLESS OTHERWISE NOTED: