



Technical Review

Minutes

Date: October 24, 2023

Meeting Room: L113

Zoom Option for Guests

2:00 pm – 4:00 pm

1. Call to Order	Meeting was called to order at 2:03PM by Sarah Barsness, Chair.
2. Roll Call	Committee members attended in-person. Guests opted to attend virtually. Ashlie Lawson is non-voting member as she is Interim Dean of Counseling. Roll call is as follows:

Committee Officials	
<input checked="" type="checkbox"/>	David Williams VP of Academic Affairs
<input checked="" type="checkbox"/>	Lisa Abbott Curriculum Analyst
<input checked="" type="checkbox"/>	Claire Gover..... Meeting Secretary
Guests	Title
Laura Maghoney	DE Coordinator (eff Sp24)
Rachel Smith	DMA

Committee Members	
<input checked="" type="checkbox"/>	Sarah BarsnessChair
<input checked="" type="checkbox"/>	Douglas GreenApplied Technology & Business
<input checked="" type="checkbox"/>	James Word Mathematics and Sciences
<input checked="" type="checkbox"/>	Ashlie Lawson Articulation Officer
<input checked="" type="checkbox"/>	Jose Cortes Dean, Applied Technology and Business
<input checked="" type="checkbox"/>	Andrew WesleyAssessment Coordinator

3. Approval of Minutes	Approval of Minutes from: October 17, 2023						
	Motion:	Andrew Wesley moved to approve Minutes.					
	Seconded by:	Doug Green					
	Comments/Discussion/Revisions:						
	Final Resolution:	Yeses:	4	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:	Andrew Wesley motioned to approved agenda as amended					
	Seconded by:	Doug Green					
	Comments/Discussion/Revisions:	We did not have enough information to discuss Items 11 (SJS) & 12 (SOC) without a faculty representative. It was recommended we amend agenda by removing these items.					
	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

6. Comments from the Public

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

7. Information Items

<i>No Action Required</i>

8. Action Items

<i>Rachel Smith represented DMA. She explained these are reductions in class size which had been set at 35 during the pandemic when classes were taught online. Class max is being reduced to 24 which will allow faculty to provide more feedback to each student on technique. Rachel will input rationale in eLumen.</i>					
DMA001	History of Visual Media				
DMA009	Introduction to Digital Design				
DMA015	Typography				
DMA020	Introduction to Digital Illustration				
DMA021	Advanced Digital Illustration Techniques				
DMA031	Introduction to Animation				
DMA032	2D Animation				
DMA033	3D Animation and Modeling				
DMA040	Motion Graphics				
Motion:	Andrew Wesley moved to move to Curriculum Committee.				
Seconded by:	Doug Green				
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions: 0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>	

9. Education

Rationale for proposals a:						
Update Course for OCED.						
Motion on a-b:	Doug Green motioned to forward items to Curriculum Committee					N/A <input type="checkbox"/>
Seconded by:	Andrew Wesley					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**9a.
Modified
Courses:**

Rationale for proposals a:						
EDUC001	Elementary Teacher Education					
EDUCXX050	Introduction to Education – Inactivating Course					
Rationale:	Incorporating 1 unit of OCED into EDUC001 to align with CID.					
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"/>		

**9b.
Modified
Programs:**

Rationale for proposals a:						
Update for OCED. Modifying program to reflect change in EDUC001 and removal of OCED090 as co-requisite.						
	Elementary Teacher Education (AA-T)					
Motion on Programs(s):						
Seconded by:						
Comments/Discussion/ Revisions:	ENGL001E and ENGL001X will be added to the list of advisories with ENGL001					
Final Resolution:	Yeses:		Noes:		Abstentions:	
Motion Passed:	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>		

10. Fire Technology

Rationale for proposals a-c:				
Curriculum review, remove OCED from Fire Technology AS/CA and creation of a new pathway: Fire Administration				
Update course with Prefix and programs to reflect changes				
Motion on a-c:	Doug Green motioned to forward to Curriculum Committee			N/A <input type="checkbox"/>
Seconded by:	Andrew Wesley			
Comments/Discussion/Revisions:				
Final Resolution:	Yeses:	5	Noes:	Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>	

10a. Modified Courses:

Rationale for proposals a-c:				
FIRE050	Principles of Emergency Services			
FIRE051	Fire Behavior & Combustion			
FIRE053	Fire Prevention Applications			
FIRE054	Fire Protection Systems			
FIRE056	Building Construction as it Relates to The Fire Service			
FIRE101	Principles of Fire and Emergency Services Safety and Survival			
FIRE140	Fire Technology Academy			
Rationale:	Updated textbooks and made other minor changes.			
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. Inactivate Courses:

Rationale for proposals a-c:				
FIREXX103	Introduction to the Fire Services			
FIREXX104	Introduction to Emergency Medical Services (EMS)			
FIREXX105	Introduction to Earthquake and Disaster Preparedness			
Rationale:	Courses to be inactivated because we have not taught these courses and have no plan to offer them.			
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.
Modified
Programs:**

Update Course Prefix and remove OCED from degree and certificate. Adding a new program, Fire Administration, as another pathway for different career goals.			
	Fire Technology (AS)		
	Fire Technology (CA)		
	Fire Administration		
Motion on Programs(s):			
Seconded by:			
Comments/Discussion/ Revisions:	Andrew Wesley will contact Brian Preciado to add PLOs in Fire Administration. These should be no problem since they are based on State mandates.		
Final Resolution:	Yeses:		Noes: <input type="checkbox"/>
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	

11. Social Justice Studies

Rationale for proposals a:			
Curriculum Review			
Motion on a:			N/A <input type="checkbox"/>
Seconded by:			
Comments/Discussion/ Revisions:	ITEM 11 WAS TABLED		
Final Resolution:	Yeses:		Noes: <input type="checkbox"/>
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	

**11a.
Modified
Courses:
Curriculum
Review**

SJS001	Introduction to Social Justice Studies		
SJS002	Introduction to Race and Ethnicity		
SJS030	Peace, Nonviolence and Conflict Resolution		
Rationale:	Curriculum Review		
Articulate:	C-ID:	IGETC:	Transferability:
Motion on Course(s):			
Seconded by:			
Comments/Discussion/ Revisions:			
Final Resolution:	Yeses:		Noes: <input type="checkbox"/>
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	

12. Sociology

Rationale for proposals a:					
Curriculum Review					
Motion on a:					N/A <input type="checkbox"/>
Seconded by:					
Comments/Discussion/ Revisions:	ITEM 12 WAS TABLED				
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

**12a.
Modified
Courses:
Curriculum
Review**

12a. Modified Courses: Curriculum Review					
SOC001	Introduction to Sociology				
SOC002	Social Issues and Problems				
SOC023	Sociology of African Americans				
SOC040	Sociology of the Family				
SOC045	Sociology of Religion				
SOC049	Sociology Honors				
SOC075	Introduction to Sociology of Sport				
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. Advanced Manufacturing

Rationale for proposals a-c:						
Update course with Prefix and programs to reflect changes						
Motion on a-c:	Doug Green motioned to forward items to Curriculum Committee				N/A <input type="checkbox"/>	
Seconded by:	Andrew Wesley					
Comments/Discussion/Revisions:	Moving forward to curriculum with the understanding that we will check with Karen Cook to see what she would like to do with OCED requirements in Survey and Civil Drafting Technician AS and CA Programs					
Final Resolution:	Yeses:	5	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**13a.
Modified
Courses:**

ADVM101	Introduction to Mechatronics					
ADVM110	Industrial Materials					
ADVM051	Vocational Mathematics					
ADVM171	Making Things 1 - 3D Technology					
ADVM172	Making Things 2 - 2D Technology					
ADVM173	Making Things 3 - Tool Use and Safety					
ADVM174	Making Things 4 - Basic Electronics					
ADVM175	Maker Space Technology Lab I					
ADVM176	Maker Space Technology Lab II					
ADVM179	Making Things 5 - Sewing Fundamentals					
Rationale:	Update prefix. Removing "IT" and changing to ADVM. Updated Vocational Math for CSU B4 transferability and renumbering to ADVM051					
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:**

ITXX050	Alternative Energy Technologies				
ITXX110	Modern Welding				
ITXX111	Modern Welding				
ITXX181	Introduction to Drones				
ITXX182	Basics of Drone Operations				
ITXX183	Drone Photography and Video				
ITXX184	Remote Pilot Examination Preparation				
Rationale:	Inactivating courses because have never been taught and no plans to teach them.				
Articulate:		C-ID:		IGETC:	
Transferability:					
Motion on Course(s):					

Seconded by:						
Comments/Discussion/ Revisions:	Brief discussion on drone courses and possible application in other disciplines like land survey, real estate and photography. We have not offered and are not ready to offer these courses.					
Final Resolution:	Yeses:		Noes:		Abstentions:	
Motion Passed:	Yes: <input type="checkbox"/>			No: <input type="checkbox"/>		

**13c.
Modified
Programs:**

Updated programs based on change in course prefixes from IT to ADVN, update for ADVN051 Vocational Math, and offer other electives for OCED						
	Automation Technology (AS)					
	Automation Technology (CA)					
	Drafting and Design Technician (AS)					
	Drafting and Design Technician (CA)					
	Maintenance Technician (CA)					
	Maker Space Technology (CA)					
	Mechatronics (AS)					
	Mechatronics (CA)					
	Survey and Civil Drafting Technician (AS)					
	Survey and Civil Drafting Technician (CA)					
	Welding Technician (AS)					
	Welding Technician (CA)					
Motion on Programs(s):						
Seconded by:						
Comments/Discussion/ Revisions:	For simplification, Automation Technology will change to "Automation". Mechatronics is a term used in industry so name will stay as-is.					
Final Resolution:	Yeses:		Noes:		Abstentions:	
Motion Passed:	Yes: <input type="checkbox"/>			No: <input type="checkbox"/>		

I. Report from Articulation Officer, Ashlie Lawson

Local General Education. Ashlie Lawson reported we need to update our Local GE to include Ethnic Studies as a requirement as of Fall24. There are also Title 5 changes based on AB928 (which forces students on a transfer pathway unless they opt out). We have not been given a formal timeline for implementation of Title 5, but best practice is to do so at the same time as Ethnic Studies. Title 5 changes have new requirements of an oral comm or a critical thinking course. Per Title 5, we can no longer allow intermediate algebra to fulfill the math requirement. It has to be a transfer level math. We have to decide about our cross cultural and local health and physical ed requirement. There are options: 1) do a complete overhaul of local GE or 2) align with Cal-GETC (so students can still transfer if they decide they want to.

We will introduce this as a discussion topic for the full Curriculum Committee. Ashlie will provide some examples of what other community colleges are doing.

II. Report from Assessment Coordinator, Andrew Wesley

There are no items in this section.

III. Report from Curriculum Analyst, Lisa Abbott

There are no items in this section.

IV. Report from VP of Academic Affairs, David Williams

Low Unit Job-Direct Certificates. VP Williams had to leave this meeting early in order to attend a conference. Lisa Abbott reported on this item. Currently, low unit job-direct certificates are misleading as we are not allowed to issue any sort of "certificate". We would like faculty to consider modifying low unit J-D certificates so that they are transcriptable (at least 8 units) and go through the Bay Area Community College Consortium (BACCC).

This topic will be placed on the agenda for the Curriculum Committee.

V. Report from Curriculum Committee Chair, Sarah Barsness

There are no items in this section.

VI. Other

There are no items in this section.

VII. Open Discussion

Discussion took place on the status and need for OCED. The Committee thinks it will be helpful to have a larger discussion in the Curriculum Committee where we can hear from faculty in affected areas and multiple perspectives can be shared.

VIII. Adjournment

Andrew Wesley motioned to closed the meeting. Seconded by Doug Green. Meeting adjourned at 4:07 PM.

ALL MEETINGS WILL BE HELD STARTING AT 2:00 PM ON ZOOM AND IN PERSON LOCATION AS 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).