



Technical Review

Minutes

Date: November 28, 2023

Meeting Room: L113

Zoom ID: 83044072299

2:00 pm – 4:00 pm

1. Call to Order	The meeting was called to order by Sarah Barsness, Chair, at 3:04PM.
2. Roll Call	Andrew Wesley was ill. 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
<input checked="" type="checkbox"/> Ashlie Lawson*	Articulation Officer
Guests	Title
Laura Maghoney*	DE Coordinator Sp24
Ginger Cain	Health Sciences

Committee Members	
<input checked="" type="checkbox"/> Sarah Barsness	Chair
<input type="checkbox"/> Douglas Green.....	Applied Technology & Business
<input checked="" type="checkbox"/> James Word.....	Mathematics and Sciences
<input checked="" type="checkbox"/> Jose Cortes	Dean, Applied Technology and Business
<input type="checkbox"/> Andrew Wesley	Assessment Coordinator
*Attended on Zoom	

3. Approval of Minutes	Approval of Minutes from: November 14, 2023						
	Motion:	James Word					
	Seconded by:	Sarah Barsness					
	Comments/Discussion/Revisions:						
	Final Resolution:	Yeses:	3	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:	James Word					
	Seconded by:	Sarah Barsness					
	Comments/Discussion/Revisions:						
	Final Resolution:	Yeses:	3	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>
Nutrition did not complete Curriculum Review this semester. Ginger Cain reported she did not work with Nutrition faculty and does not know why curriculum review was not done. VP Williams will check with Sheila Hudson, Dean, Health Sciences.

8. Action Items

(No vote – moving on to Curriculum Committee)						
Job-Direct Low Unit Certificates	Notify faculty of removal from catalog and inform of option to bring back if created into a Chancellor’s Office recognized Certificate of Achievement.					
Motion:	N/A					
Seconded by:						
Comments/Discussion/Revisions:	<p>J-D low unit certs are currently listed in catalog alongside Degrees and Certificates. VP Williams advised we discuss with faculty the reasons for the recommended removal of J-D certs so faculty understand that we are not eliminating options for students. Sarah Barsness will contact those who teach job direct certificate courses to explain the plan and listen to possible concerns.</p> <p>James Word had reached out to faculty. A suggestion was to create certificates of achievement before canceling the J-D certs. However, since the J-D certs are misleading to students, Tech Review feels it is more beneficial to proceed with removing them from the catalog than to wait for certificates of achievement to be created. Creating Chancellor’s Office recognized Certificates of Achievements takes time.</p> <p>We may be able to get stats on the number of students applying for J-D certs by contacting Admissions and Records.</p>					
Final Resolution:	Yeses:	0	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>				

9. Counseling

Ashlie Lawson was present and represented Counseling. Rationale for proposals a-b:					
Update course with Prefix and programs to reflect changes					
Motion on a-b:	Sarah Barsness motioned to move items to 12/5/23 Curriculum				N/A <input type="checkbox"/>
Seconded by:	Jose Cortes				
Comments/Discussion/Revisions:	Move to 12/5/23 Curriculum provided edits are made: <ul style="list-style-type: none"> • COUN008 description to specify course is restricted to MESA students • Courses reviewed for DE Table inactivation of COUN510. It may be revised for CPL purposes.				
Final Resolution:	Yeses:	3	Noes:	0	Abstentions: 0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>	

9a. Modified Courses: Curriculum Review

		Requisite	Last offered, did it run?	CC tab filled out?	notes
COUN005	Career-Life Planning		2023 fall	no	
COUN006	University Transfer Success		2023	Yes	
COUN007	Student Life Success		2023 fall	yes	
COUN008	Math, Engineering and Science Achievement (MESA) Enrichment		2016	no	
COUN023	Psychology for Modern Life		201760-plan to offer Spring 24	yes	
COUN064	Human Services and Social Work Seminar		Every Spring only		
COUN064P	Human Services and Social Work Practicum		Every Spring only	yes	

9b. Inactivate Courses:

COUN058	Life Management
COUN064B	Practicum II
COUN065P	Human Services and Social Work Practicum II
COUN091	Foundations for College Success
COUN098	Performance Psychology
COUN102A	Time Management & Goal Setting
COUN102B	Test Anxiety and Memory
COUN102C	Study Systems
COUN103	Disability Success
COUN310	Transition to College for Students with Disabilities
COUN510	Assessment/Orientation/Planning – TABLED. Removed from Course ACTIVATION List

10. Education

Maureen Powers worked on these items. She was not present for this meeting. Rationale for proposals a-c:						
Modify for OCED						
Motion on a-c:	Sarah Barsness motioned to move items to 12/5/23 Curriculum				N/A <input type="checkbox"/>	
Seconded by:	James Word					
Comments/Discussion/Revisions:	A few corrections in punctuation were made. Discussion on Cat 2 or 3 for lab hours. If no preparation, it should be Cat 3. Course is correct.					
Final Resolution:	Yeses:	3	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**10a.
Modified
Courses:
Curriculum
Review**

EDUC001	Elementary Teacher Education				

**10b.
Inactivate
Courses:**

EDUCXX050	Introduction to Education

**10c.
Modified
Programs:**

Update for OCED	
Elementary Teacher Education (AA-T)	

11. Kinesiology

Ginger Cain was present to represent KINE. Rationale for proposals a-c:						
Curriculum Review						
Motion on a-c:	Sarah Barsness motioned to table all KINE items until Spring				N/A <input type="checkbox"/>	
Seconded by:	James Word					
Comments/Discussion/Revisions:	Ginger Cain reported there were no updates made by KINE faculty. Tech Review was Tuesday before Thanksgiving and, since then, no division meeting has taken place. There has been no opportunity to meet with KINE faculty as a group. They need to discuss course inactivations. Ginger will email Dean Sheila Hudson about a group meeting. Sarah Barsness will ask LaNae Jaimez, Program Review Coordinator, to provide consultation since changes should follow based on results from this area's Program Review.					
Final Resolution:	Yeses:	3	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

11a. Modified Courses: Curriculum Review

		Requisite	Last offered, did it run?	CC tab filled out?	notes
KINE002A	Swimming - Beginning	No	2023-Spr, yes	no	
KINE002B	Swimming - Intermediate	Adv. - KINE 002A	2023-Spr, yes	no	
KINE002D	Swim for Fitness - Beginning	no	2022-Sum, yes	no	
KINE003A	Self Defense - Beginning	no	2023-Fall, yes	yes	
KINE003B	Self-Defense - Intermediate	Adv. KINE 003A	2023-Fall, yes	yes	
KINE003X	Cardio Kickboxing - Beginning	no	2017-Fall, yes	yes	
KINE003Y	Cardio Kickboxing – Intermediate	Adv. KINE 003X	Never	yes	
KINE006E	Fundamentals of Yoga		2023-Fall	Yes	Change to "Yoga-Beginning"
KINE006F	Intermediate Yoga	Adv. KINE 006E	2023-Fall	yes	Change to "Yoga-Intermediate"
KINE006X	Pilates for Fitness - Beginning	No	2023-Fall, yes	Yes	
KINE006Y	Pilates for Fitness - Intermediate	Adv. KINE 006X	2023-Fall, yes	Yes	
KINE010A	Fitness For Life	no	2023-Fall, yes		
KINE011A	Body Conditioning - Beginning	No	2023-Fall, yes	No	

KINE011B	Body Conditioning - Intermediate	Adv. KINE 011A	2023-Fall, yes	No	
KINE011X	Cardio Conditioning - Beginning	No	2022-Fall, yes 2023-Spr, no	No	
KINE011Y	Cardio Conditioning - Intermediate	Adv. KINE 011X	2022-Fall, yes 2023-Spr, no	No	
KINE012A	Weight Training - Beginning	No	2023-Fall, yes	no	
KINE012B	Weight Training - Intermediate	Adv. KINE 012A	2023-Fall, yes	no	
KINE012X	Circuit Training - Beginning	No	2022-Spr Yes	yes	
KINE012Y	Circuit Training - Intermediate	No	2022-Spr Yes	yes	
KINE013A	Resistance Band Training - Beginning	no	2023-Sum, Yes	Yes	
KINE013X	Step Aerobics - Beginning	No	2018-Spr, No 2015-Sum, No Not sure!	Yes	
KINE021A	Archery - Beginning	No	2023-Fall, yes	no	
KINE021B	Archery - Intermediate	Adv. KINE 021A	2023-Fall, yes	No	
KINE037A	Volleyball - Beginning	No	2019-spr, no 2018-spr, yes	yes	
KINE037B	Volleyball - Intermediate	Adv. KINE 037A	2018-spr, yes	yes	
KINE040A	Introduction to Kinesiology	No	2023-Fall, yes	no	
KINE041A	Introduction to Sports Science	no	2024-Spr	no	
KINE045C	Advanced First Aid and Emergency Care		2024-Spr		
KINE050A	Introduction to Sports Psychology		2024-Spr	no	

11b.
These courses do not have proposals in queue

KINE018A	Functional and Core Training – Beg
KINE018B	Functional and Core Training - Int
KINE018X	Elite Fitness Training - Beg
KINE 018Z	Elite Fitness Training - Beg
KINE 019A	Fit Ball Training - Beg
KINE 019B	Fit Ball Training - Int
KINE 023A	Badminton - Beg
KINE 023B	Badminton – Int
KINE 023X	Tennis – Beginning
KINE 023Y	Tennis - Int
KINE 023Z	Tennis – Adv
KINE 025A	Golf – Beginning
KINE 025B	Golf – Intm

KINE 030A	Indoor/Outdoor Soccer
KINE 030B	Soccer intm
KINE 032A	Baseball – Beg
KINE 032X	Softball – Beg
KINE 036A	Basketball – Beg
KINE 036B	Basketball -Intm
KINE 042A	Prin of Fitness/Sport Training

**11c.
Inactivate
Courses:**

KINEXX003D	Judo - Beginning
KINEXX003E	Judo - Intermediate

12. Sports Medicine

Matt Borchert is working on these courses. He was not present. Ginger Cain represented SPMD. Rationale for proposals a:

Curriculum Review						
Motion on a:	Sarah Barsness motioned to move items to 12/5/23 Curriculum				N/A <input type="checkbox"/>	
Seconded by:	James Word					
Comments/Discussion/ Revisions:	Move to 12/5/23 Curriculum provided edits are made: <ul style="list-style-type: none"> • Minimum quals need to be adjusted 					
Final Resolution:	Yeses:	3	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

12a. Modified

Courses:

Curriculum Review

SPMD054	Care and Prevention of Athletic Injuries
SPMD055A	Sports Medicine-Athletic Training Practicum Fall Sports
SPMD055B	Sports Medicine-Athletic Training Practicum Spring Sports
SPMD056A	Sports Medicine-Athletic Training Practicum Fall Sports 2
SPMD056B	Sports Medicine-Athletic Training Practicum Spring Sports 2
SPMD071	Back Care and Injury Management

13. Health Education

Ginger Cain represented HED. Rationale for proposals a-b:
Curriculum Review

13a. Modified Courses: Curriculum Review

HED001	Introduction to Public Health						
HED002	Health Education						
HED003	Women’s Health Issues						
Rationale:							
Articulate:		C-ID:		IGETC:		Transferability:	
Motion on Course(s):		Sarah Barsness motioned to move 13a to 12/5/23 Curriculum					
Seconded by:		Jose Cortes					
Comments/Discussion/Revisions:		Move to 12/5/23 Curriculum provided edits are made: <ul style="list-style-type: none"> • HED001: Darla Williams to enter information that Ashlie Lawson sent her for articulation. Family History should be in Content, not necessarily in the Course Description. • HED002: Fix punctuation errors in course description • HED003: Rename “Women’s Health”. Improve grammar in course description • Laura Maghoney to review these courses for DE 					
Final Resolution:		Yeses:	3	Noes:	0	Abstentions:	0
Motion Passed:		Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

13b. Modified Programs: Curriculum Review

No proposal created but needs update for changes in TMC							
Public Health ADT							
Rationale:							
Articulate:		C-ID:		IGETC:		Transferability:	
Motion on Program(s):		Sarah Barsness motioned to Table					
Seconded by:		James Word					
Comments/Discussion/Revisions:		Need to create a new course					
Final Resolution:		Yeses:	3	Noes:	0	Abstentions:	0
Motion Passed:		Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

14. Athletics

Ginger Cain represented ATHL. Rationale for proposals a:					
Curriculum Review					
Motion on a:	Sarah Barsness motioned to move 14a to 12/5/23 Curriculum				N/A <input type="checkbox"/>
Seconded by:	James Word				
Comments/Discussion/Revisions:	<p>Faculty have made updates to course descriptions and textbooks. Lisa Abbott suggested the following changes for ease of reading and consistency:</p> <ul style="list-style-type: none"> changing all course titles so the Sport is listed first change ATHL002C, D and E to Women's Basketball (currently Men and Women share this course) create ATHL016D, D and E for Men's Basketball <p>Lisa offered to make the changes if permitted by Faculty. Ginger will inform faculty of these recommended changes and ask if they would like Lisa's help with editing titles.</p>				
Final Resolution:	Yeses:	3	Noes:	0	Abstentions: 0
Motion Passed:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>			

14a. Modified Courses: Curriculum Review

ATHL001	Women's Intercollegiate Volleyball (Fall)
ATHL001A	Off-Season Intercollegiate Volleyball Conditioning (Spring)
ATHL001B	Pre-season Intercollegiate Volleyball (Summer)
ATHL002A	Women's Intercollegiate Basketball (Fall)
ATHL002B	Women's Intercollegiate Basketball (Spring)
ATHL002C	Off-Season Intercollegiate Basketball Conditioning (Spring)
ATHL002D	Intercollegiate Basketball Conditioning (Summer)
ATHL002E	Pre-Season Intercollegiate Basketball Conditioning (Fall)
ATHL003	Women's Intercollegiate Softball
ATHL003A	Off-Season Intercollegiate Softball Conditioning Fall
ATHL003B	Pre-Season Intercollegiate Softball Conditioning (Winter Intersession)
ATHL004	Women's Intercollegiate Soccer (Fall)
ATHL004A	Off-Season Intercollegiate Women's Soccer
ATHL004B	Pre-Season Intercollegiate Soccer
ATHL005	Men's Intercollegiate Soccer (Fall)
ATHL010	Men's and Women's Intercollegiate Swimming and Diving (Spring)
ATHL010A	Off-Season Intercollegiate Swimming & Diving (Fall)
ATHL010B	Pre-Season Intercollegiate Swimming and Diving
ATHL012	Women's Intercollegiate Beach Volleyball
ATHL015	Men's Intercollegiate Baseball (Spring)
ATHL015A	Off-Season Intercollegiate Baseball Conditioning (Fall)
ATHL015B	Pre-Season Intercollegiate Baseball Conditioning (Winter)
ATHL016A	Men's Fall Intercollegiate Basketball
ATHL016B	Men's Spring Intercollegiate Basketball
ATHL022	Intercollegiate Tennis
ATHL022A	Off-Season Intercollegiate Tennis Conditioning (Fall)
ATHL022B	Pre-Season Intercollegiate Tennis Conditioning (Winter Intersession)
ATHL025	In-Season Intercollegiate Conditioning
ATHL050A	Beginning Peak Performance
ATHL050B	Intermediate Peak Performance

15. Dance

Ginger Cain represented Dance. Rationale for proposals a:					
Curriculum Review					
Motion on a:	Sarah Barsness motioned to move 15a & b to 12/5/23 Curriculum				N/A <input type="checkbox"/>
Seconded by:	James Word				
Comments/Discussion/Revisions:	Move to 12/5 Curriculum provided changes are made: <ul style="list-style-type: none"> • DANC004 – improve course description and edit SLO#1 to include world-wide • DANC013 –Unable to fill this Advanced course so course has not been offered. Moved to item 15a, Inactivate Courses. • DANC025A – for consistency add “Beginning” to title 				
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

15a. Modified Courses: Curriculum Review

DANC004	Dance Appreciation
DANC010A	Ballroom Dance - Beginning
DANC010B	Ballroom Dance - Intermediate
DANC011A	Hip-Hop Dance - Beginning
DANC011B	Hip-Hop Dance - Intermediate
DANC012A	Swing Dance - Beginning
DANC012B	Swing Dance - Intermediate
DANC013A	Jazz Dance - Beginning
DANC013B	Jazz Dance - Intermediate
DANC013C	Jazz Dance - Advanced
DANC014A	Ballet - Beginning
DANC014B	Ballet - Intermediate
DANC015A	Contemporary & Modern Dance - Beginning
DANC020A	Dance Choreography
DANC025A	Dance Production
DANC025B	Dance Production - Intermediate

15b. Inactivate Courses:

DANCXX016A	Tap Dance - Beginning				
DANCXX016B	Tap Dance - Intermediate				
Rationale:					
Articulate:		C-ID:		IGETC:	
Motion on Course(s):					
Seconded by:					
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

I. Report from Articulation Officer, Ashlie Lawson	General Education (Will report at Curriculum Committee)
II. Report from Assessment Coordinator, Andrew Wesley	There were no items in this section.
III. Report from Curriculum Analyst, Lisa Abbott	There were no items in this section.
IV. Report from VP of Academic Affairs, David Williams	Cal-GETC was approved. It is the singular lower division education pathway that meets the requirements for transfer to the CSUs and the UCs. We will need to discuss how this affects our local degree.
V. Report from Curriculum Committee Chair, Sarah Barsness	There were no items in this section.
VI. Other	There were no items in this section.
VII. Open Discussion	There were no items in this section.
VIII. Adjournment	Meeting adjourned at 4:22PM, motioned by Sarah, seconded by James.

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).