



# Technical Review

## Minutes

Date: September 17, 2024

Meeting Room: 443

Zoom for Guests

2:00 pm – 4:00 pm

<b>1. Call to Order</b>	The meeting was called to order at 2 PM by Sarah Barsness, Chair.
<b>2. Roll Call</b>	As follows:

Committee Officials	
<input 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	
Guests	Title
Ann Hefner-Gravink	BIO Faculty
*Gwen Gallagher	ASL Faculty
Melanie Lutz	
Cody Vig	
*Attended on Zoom	

Committee Members	
<input checked="" type="checkbox"/>	Sarah Barsness ..... Chair
<input checked="" type="checkbox"/>	Douglas Green..... Applied 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 type="checkbox"/>	Andrew Wesley ..... Assessment Coordinator
<input checked="" type="checkbox"/>	Laura Maghoney .....DE Coordinator

<b>3. Approval of Minutes</b>	<i>Approval of Minutes from: September 3, 2024</i>						
	Motion:	James Word moved to approve minutes.					
	Seconded by:	Ashlie Lawson					
	Comments/Discussion/Revisions:						
	Final Resolution:	Yeses:	6	Noes:	0	Abstentions:	0
	Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

<b>4. Agenda Approval</b>	<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:	Ashlie Lawson moved to approve agenda with addition of CJ056 and BIO021					
	Seconded by:	James Word					
	Comments/Discussion/Revisions:	Added: CJ056 to item 10a & BIO021 as item 11c					
	Final Resolution:	Yeses:	6	Noes:		Abstentions:	
	Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**5. Consent Items**

(No vote – moving on to Curriculum Committee)		
<b>6a. General</b>		
There were no items in this section.		
<b>6b. Workload/Class Max</b>		
Course	Workload Committee Decision	Change

**6. Comments from the Public**

<i>Three minutes are allotted per person **</i>	
Name	Comments
There were no comments from the public	

**7. Information Items**

<i>No Action Required</i>	

**8. Action Items**

Motion:					
Seconded by:					
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:	0	Noes:	0	Abstentions: 0
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

## 9. American Sign Language

Rationale for proposals a:					
Update courses for articulation. Gwen Gallagher was present on Zoom. Gwen updated courses to add culture, heritage and identity into content in order to retain GE approval. DE in ASL002 and ASL003 are complete. Need to update ASL004 DE addendum and specifications to ensure hybrid and online lecture are included.					
Motion on a:	Doug Green moved to forward 9a to Curriculum so long as DE is updated for ASL004				N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson				
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:	6	Noes:		Abstentions:
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>	

### 9a. Course Modification

		notes
ASL002	American Sign Language 2	
ASL003	American Sign Language 3	
ASL004	American Sign Language 4	Will update DE & Specifications

## 10. Criminal Justice

Rationale for proposals a:					
CJ002: Update requisite for C-ID. CJ056: Reduce class size for following reasons: better teacher/student relationships, more engagement and student participation, more individualized instruction, more collaboration between students, teachers can identify issues/learning gaps and provide additional assistance.					
Motion on a:	Doug Green moved to forward 10a to Curriculum				N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson				
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:	6	Noes:		Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>		

### 10a. Course Modification

		notes
CJ002	Concepts of Criminal Law	Updated requisite for C-ID
CJ056		Reduced class size from 65 to 40

# 11. Biology

Rationale for proposals a:			
Curriculum Review Ann Hefner-Gravink was present to review these courses. Ann will email Brad and Michelle regarding the DE Addendum for BIO019, BIO020, BIO049 and BIO099  Ann will clarify the plan to offer BIO018, BIO019 and BIO020 and find out when they will be offered again. Ann thinks BIO018 will be offered in Spring 2025.  Sarah will reach out to Matthew to explain needed updates.  Class needs to be offered every two years or removed from the catalog. It is not fair to have students expecting/waiting for class to be offered.			
Motion on a-b:	Doug Green moved to forward 11a & 11b to Curriculum provided all necessary updates are completed		N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson		
Comments/Discussion/Revisions:			
Final Resolution:	Yeses:	Noes:	Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	

## 11a. Curriculum Review

		Last offered	Notes
BIO 002	Cell and Molecular Biology	2024 Fall	
BIO 003	Evolution, Ecology & Biodiversity	2024 Fall	
BIO 004	Human Anatomy	2024 Fall	Per James, course objectives need work and faculty need to agree. SLO are fine
BIO 005	Human Physiology	2024 Fall	
BIO 012	Environmental Science	2024 Fall	
BIO 012L	Environmental Science Laboratory	2024 Fall	
BIO 014	Principles of Microbiology	2024 Fall	
BIO 015	Introduction to Biology	2024 Fall	
BIO 016	Introduction to Human Biology	2024 Fall	Course descriptions shows course is not taken for credit if student already took
BIO 016L	Human Biology Laboratory	2024 Fall	

			002, 003, 004, or 005 (overlapping content)
BIO 018	Biology of Sex	Canceled Fall 22, Ran Fall 21	
BIO 019	Marine Biology	Canceled Fall 19, Ran Spring 16	Check DE and match to Specifications
BIO 020	Infectious Disease, Plagues, and Public Health	Canceled Spring 24, Ran Spring 2020	Check DE and match to Specifications
BIO 025	Human Genetics	2024 Fall	
BIO 049	Biology Honors	2024 Fall	Check DE and match to Specifications. Needs course objectives and SLO work
BIO 099	Biology Honors: Dissection	2024 Fall	Check DE and match to Specifications. Shows offered only online. Need to correct. Needs course objectives and SLO work
BIO 101	How To Study Science	2024 Fall	
BIO 160	Review of Scientific Principles of Pre-Nursing		Enrollment seems to be dropping in this bootcamp type of review course.

**11b. Curriculum Review -Program**

	Notes
Biology AS-T	No changes were made. 34 credits
Biology AS	No changes were made. 38 credits

**11c. New Course**

	Notes
BIO021	Introduction to Entomology Top Code and CIP Code may need correction

## 12. Philosophy

Rationale for proposals a:					
Curriculum Review. Michael Pelletti was not present and has not attended Tech/Curriculum meetings.					
Motion on a:	Doug Green motioned to forward 12a to Curriculum provided PHIL044 DE is updated.				N/A <input type="checkbox"/>
Seconded by:	James Word.				
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:		Noes:		Abstentions:
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>		

### 12a. Curriculum Review

		notes
PHIL001	Introduction to Critical Thinking and Reasoning	
PHIL003	Introduction to Philosophy	
PHIL006	Introduction to Political Philosophy	
PHIL400	Bioethics	Has old DE form. Committee will update with DE form from other courses.

## 13. Engineering

### Rationale for proposals a:

Curriculum Review

Melanie Lutz was present to discuss agenda Items 13-16. **All were reviewed and acted upon as one action after Item 16 was discussed.**

For item 13: Articulation and DE have been checked and are all ok. We are not aware of any concerns course objectives or learning outcomes.

Status of Data Science Certificate – Melanie submitted for updated LMI and is waiting to hear back. She is aware that minutes for advisory meetings and narrative is needed.

Motion on a-b:	Approved with items 14, 15 and 16	N/A <input type="checkbox"/>
Seconded by:		
Comments/Discussion/ Revisions:		
Final Resolution:	Yeses: 6	Noes:                      Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>

### 13a. Curriculum Review

		Last offered	Notes
ENGR001	Introduction to Engineering	2024 Fall	
ENGR003	Introduction to Ethics in Engineering	2024 Spring	
ENGR007	Python Programming for Scientists and Engineers	2024 Fall	
ENGR008	Data Science with Python for Scientists and Engineers	--	
ENGR010	Machine Learning with Python for Scientists and Engineers	--	
ENGR011	Deep Learning with Python for Scientists and Engineers	--	
ENGR012	Discrete Mathematics for Scientists and Engineers	Cancelled Fall 24	
ENGR014	Introduction to Statistical Programming in R for Scientists and Engineers	Cancelled Summer 24 and Spring 23	
ENGR015	Artificial Intelligence for Scientists and Engineers	--	
ENGR016	Natural Language Processing for Scientists and Engineers	016	In DRAFT status
ENGR017	Introduction to Electrical Engineering	2024 Spring	
ENGR018	Computer Vision for Scientists and Engineers	--	
ENGR026	Mathematics and Engineering Problem Solving Using Matlab	Summer 24	
ENGR030	Engineering Mechanics: Statics	2024 Fall	
ENGR045	Properties of Materials	2024 Fall	

### 13b. Curriculum Review - Program

		Notes
Engineering AS		



## 14. Physics

### Rationale for proposals a:

#### Curriculum Review

Melanie Lutz was present to discuss PHYS.

14a - Instead “physics”, it was recommended the course descriptions state “PHYS” to match the subject abbreviation and the format throughout the catalog. Melanie disagreed, and thought providing more information is better. Course titles of PHYS006, PHYS007 and PHYS008 are identical. It was recommended the course titles be changed to prevent confusion. Melanie disagreed, and said students have not encountered problems.

Motion on a-b:	Approved with items 13, 15 and 16	N/A <input type="checkbox"/>
Seconded by:		
Comments/Discussion/ Revisions:		
Final Resolution:	Yeses: 6	Noes: Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>

#### 14a. Curriculum Review

		Last offered	Notes
PHYS002	General Physics (Non-calculus)	2024 Fall	
PHYS004	General Physics (Non-calculus)	2024 Fall	
PHYS006	Physics for Science and Engineering	2024 Fall	
PHYS007	Physics for Science and Engineering	2024 Fall	
PHYS008	Physics for Science and Engineering	2024 Spring	
PHYS010	Descriptive Physics	2024 Fall	

#### 14b. Curriculum Review - Program

		Notes
Physics AS		There are no significant changes in the programs. No issues with articulation.
Physics AS-T		
Physics AS-UCTP		

## 15. Physical Science

Rationale for proposals a:			
Curriculum Review Melanie Lutz was present to discuss PHSC. These courses are only offered on-line and they fill. There are no prerequisites.			
Motion on a-b:			N/A <input type="checkbox"/>
Seconded by:			
Comments/Discussion/Revisions:	Approved with items 13, 14 and 16		
Final Resolution:	Yeses: 6	Noes:	Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	

### 15a. Curriculum Review

		Last offered	Notes
PHSC012	Introduction to Principles of Physical Science	2024 Fall	
PHSC013	Weather and Climate	2024 Fall	
PHSC014	Atmospheric Science Laboratory	2024 Fall	
PHSC015	Global Climate Change	2024 Spring	
PHSC016	Natural Disasters	2024 Spring	

### 15b. Curriculum Review - Program

	Notes
Physical Science AS	

## 16. Astronomy

Rationale for proposals a:				
Curriculum Review Melanie Lutz was present to discuss ASTR. DE is done.				
Motion on a-b:	James Word motioned to move all items in 13-16 to Curriculum provided that recommended updates are made.			N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson			
Comments/Discussion/Revisions:	Approved with items 13, 14 and 15			
Final Resolution:	Yeses:	6	Noes:	Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>	

### 16a. Curriculum Review

		Last offered	Notes
ASTR010	General Astronomy	2024 Fall	
ASTR020	Astronomy Laboratory	2024 Fall	
ASTR030	The Solar System	2024 Spr	
ASTR040	Stars, Galaxies, and Cosmology	2024 Fall	
ASTR045	Introduction to Astrobiology and the Search for Life in the Universe	2024 Spr	
ASTR049	Astronomy Honors	--	Course has never been offered. Requires completion of other courses. Possible science research with 1 or 2 students per semester.
ASTR050	Astronomical Optics	2019 Spr	

### 16b. Curriculum Review - Program

		Notes
Astronomy AS		There were no changes.

<b>I. Report from Articulation Officer, Ashlie Lawson</b>	There were no items in this section.
<b>II. Report from Assessment Coordinator, Andrew Wesley</b>	There were no items in this section.
<b>III. Report from Curriculum Analyst, Lisa Abbott</b>	There were no items in this section.
<b>IV. Report from VP of Academic Affairs, David Williams</b>	There were no items in this section.
<b>V. Report from Curriculum Committee Chair, Sarah Barsness</b>	There were no items in this section.
<b>VI. Other</b>	There were no items in this section.
<b>VII. Open Discussion</b>	There were no items in this section.
<b>VIII. Adjournment</b>	Doug Green moved to adjourn. Ashlie seconded. Meeting adjourned at 3:39 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).*