



Curriculum Technical Review Committee Agenda and Minutes

DATE: 8/28/17		TIME: 1:00PM – 4:00PM		LOCATION: LA 208	
<input checked="" type="checkbox"/> James Smith (Chair)	<input checked="" type="checkbox"/> Mary Copeland (Co-Chair)	<input checked="" type="checkbox"/> Corrina Baber (Online)	<input type="checkbox"/> Melita Caldwell-Betties	<input checked="" type="checkbox"/> Virginia Evans-Perry	
<input checked="" type="checkbox"/> Andrea Hecht	<input type="checkbox"/> Lorrie Burnham	<input type="checkbox"/> Albert Maniaol	<input checked="" type="checkbox"/> Kay Dee Yarbrough	<input checked="" type="checkbox"/> Cindy Parish (Online)	
GUESTS:		Mandi Batalo	Tarif Halabi	Bruce Underwood	Soha Sobhanian / Joan Murillo
		Ann Gibbons	Michael Lysak	David Casillas	
The Curriculum Committee recommends that the pre-requisites and co-requisites approved be re-evaluated in the next 2-3 years by the appropriate departments/programs to ensure student success.					

DISCUSSION ITEMS:	
Mission Statement	Mary Copeland reviewed the mission statement with the committee and discussed how we will keep this in mind when reviewing proposals.

CONTENT REVIEW:								
Course ID:	Originator:	C-ID:	TOP Code:	Equate:	DE:	Requisite or Advisory:	Notes:	Result:
ART 100	M. Batalo		1002.00	NO	YES	DA; ENGL 015	No comments by the committee.	Approved
ART 107	M. Batalo		1002.00	NO	YES	DA; ENGL 015	Working on updating all certificates and degrees associated with the new course title.	Approved
ART 108	M. Batalo		1002.00	NO	YES	None.	No comments by the committee.	Approved
BIOL 104	L. Burnham		0401.00	NO	YES	DA: ENGL 914	Updated course to include narrative on 20% DE wording. Updated to add ENGL 914 as an advisory.	Approved
BIOL 222	L. Burnham		0401.00	NO	NO	None.	Updated Course Objectives to reflect 222 template.	Approved
ENGR 100	M. Lysak		0901.00	NO	NO	DA: ENGL 015	Department is adding ENGL 015 as a Departmental Advisory.	Approved

MODIFY COURSE:								
Course ID:	Originator:	C-ID:	TOP Code:	Equate:	DE:	Requisite or Advisory:	Notes:	Result:
AERO 900	D. Casillas	N/A	0950.05	NO	NO	C: AERO 100L C: AERO 101L P: AERO 100L P: AERO 101L	Course needs to be for credit. In order for students to meet FAA guidelines, the department would like to offer this course, so students can meet guidelines. Department would like to divide course into two separate courses, 900A and 900B. Department will need to create another course.	HOLD

COURSE DELETION:			
Course ID:	Originator:	Notes:	Result:
CIT 150	R. Metu	Holding for all certificates and degrees to be in the Technical Review queue.	HOLD



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CERTIFICATE AND DEGREE MODIFICATIONS:

Program:	Program Type:	Originator:	TOP Code:	Notes:	Result:
Accounting	Degree	M. Assumma	0502.00	Update Advisory Minutes.	Approved
Accounting	Certificate	M. Assumma	0502.00	Update Advisory Minutes.	Approved
Astronomy	Degree	M. Lysak	1911.00	No Comments by the Committee.	Approved
Bookkeeping	Certificate	M. Assumma	0502.00	Update Advisory Minutes. Department will look into potentially adding a course to the certificate in order to increase units to 18.	Approved
Business Administration	Degree	M. Assumma	0505.00	Update Advisory Minutes.	Approved
Business Administration	Certificate	M. Assumma	0505.00	Update Advisory Minutes.	Approved
Communication Engineering Technology	Degree	T. Halabi		Advisory Minutes need to be updated, attach PLOs.	Approved
Communication Engineering Technology	Certificate	T. Halabi		Advisory Minutes need to be updated, attach PLOs.	Approved
Computer Engineering Technology	Degree	T. Halabi		Advisory Minutes need to be updated, attach PLOs.	Approved
Computer Engineering Technology	Certificate	T. Halabi		Advisory Minutes need to be updated, attach PLOs.	Approved
Mathematics	Degree	A. Gibbons	1701.00	HOLD - Program needs to align with the TMC Template.	HOLD
Library Technology	Degree	G. Evans-Perry	1602.00	HOLD per department. Holding for current Advisory Minutes.	HOLD
Nursing	Degree	T. Maurizi	1230.10	HOLD – Department No-show.	HOLD
Physics	Degree	M. Lysak	1902.00	No Comments by the Committee.	Approved
Psychiatric Technology	Certificate	M. Valdez	1239.00	HOLD – Department No-show.	HOLD
Psychiatric Technology	Degree	M. Valdez	1239.00	HOLD – Department No-show.	HOLD
Retail Management	Certificate	M. Assumma	0506.50	Update Advisory Minutes. Department will research to see if they would like to keep the current format of the certificate. Certificate format is based on the Western Association of Food Chains (WAFC).	Approved
Heating, Ventilation, Air Conditioning and Refrigeration	Certificate	T. Halabi	0946.00	Advisory Minutes need to be updated.	Approved
Heating, Ventilation, Air Conditioning and Refrigeration	Certificate	T. Halabi	0946.00	Advisory Minutes need to be updated.	Approved
Electric Power Technology	Degree	T. Halabi	0934.00	Advisory Minutes need to be updated, attach PLOs.	Approved
Electric Power Technology	Certificate	T. Halabi	0934.00	Advisory Minutes need to be updated, attach PLOs.	Approved
Electronics Technology	Degree	T. Halabi	0934.00	Advisory Minutes need to be updated, attach PLOs.	Approved
Electronics Technology	Certificate	T. Halabi	0934.00	Advisory Minutes need to be updated, attach PLOs.	Approved

CERTIFICATE AND DEGREE DELETIONS:

Program:	Program Type:	Originator:	Notes:	Result:
Escrow	Degree	M. Assumma	HOLD – Department would like to verify degree deletion.	HOLD