

# District Technical Review Committee Meeting Minutes

Tuesday, March 5, 2024	2:30-4:00pm	CAADO 209/Zoom
Committee Members	Guests	
Steven Schmidt (Chair, MUS)		VC Ed Services and
	Institutional Effect	
Susan Mills (Co-Chair, VC Ed. Service		, ,
Kelly Douglass (ENG, RCC)	Bryan Medina (	CPRO, RCCD)
Brian Johnson (MAT, NOR)	⊠ Ellen Brown-Di	rinkwater (AO, RCC)
Ann Pfeifle (HIS, MVC)	🛛 Nick Franco (A	O, NOR)
	🛛 Deanna Murrell	(AO, MVC)
	🛛 Sabina Fernand	ez (CPRO, MVC)
	🛛 Casandra Green	ne (CPRO, RCC)
	🛛 Nicole Brown (	CPRO, NOR)
Additional Guests: Ronald Ruiz, Meghan	Chandler	

#### **Zoom Information**

https://rccd-edu.zoom.us/j/86555446612?pwd=R0dDakVkSzNZQitZZEN0Zm1TTIYvQT09 +1 669 900 6833 US Meeting ID: 865 5544 6612 Passcode: 627472

## Call to Order: 2:35

## **Agenda and Minutes**

- Approval of Agenda Motion: A. Pfeifle; Second: K. Douglass Approved, Unanimous
- Approval of Minutes February 20, 2024 Motion: A. Pfeifle; Second: B. Johnson Approved, Unanimous

#### **Action Items**

1. Curriculum Proposals

## **Discussion Items and Public Comment**

- 1. Meta/Form Updates Bryan Medina
  - a. Minutes Report Form: Committee is comfortable moving forward with the form. The new form will be discussed at an upcoming college curriculum committee meeting, after which it can be implemented.
  - b. Work Based Learning Activities: Based on feedback from the curriculum committees, the following question should be asked in Meta: "Do all sections that will be offered of this

course require students to participate in work-based learning activity outside of the classroom and with an employer or community connection?" If the faculty member selects yes, the different work-based learning activities will be shown and the faculty member can select them.

- c. Meta UI Transition: The committee agreed to schedule the Meta UI transition for December after the end of the semester. Curriqunet is also willing to schedule training sessions for the District.
- 2. Open Forum
  - a. Kelly Douglass Attended the Work Experience Education Webinar on February 7, and will forward the presentation to the other chairs. A work group is creating a survey to determine best practices for faculty load. They did state that 54 hours is one unit per the new regulations. The recommendation is to update any relevant BP/APs first to reflect the new language and then to update the CORs.
- 3. Public Comment for all items on or not otherwise on the agenda.
  - a. None

Adjournment: 3:55

# Technical Review Notes Proposals and Notes for 03/05/2024

Courses							
Course Delet	<u>ions</u>	MNR	Action	Douglass	Johnson	Pfeifle	
<b>CIS 28A</b> Awaiting MOV	MS Access Programming Computer Applications Program.		Hold	Υ	Y	Y	
<b>CSC 28A</b> Awaiting MOV	MS Access Programming Computer Applications Program.		Hold	Y	Y	Y	
<u>Course Exclu</u>	<u>sions</u>	M N R	Action	Douglass	Johnson	Pfeifle	
<b>ADJ 31</b> Faculty will revi	Cybercrime & Digital Forensics iew the impacted program and determine next steps for	r this course.	Removed from Agenda	Y	Y	Y	
<u>Course Majo</u>	r Modifications	M N R	Action	Douglass	Johnson	Pfeifle	
ENP 50 For all ENP cou	Introduction to Entrepreneurship rses, returning to draft for further development.		Return to Draft	Υ	Υ	Y	
ENP 51	Entrepreneurship Basics		Return to Draft	Υ	Υ	Y	
ENP 52	Starting a Business with Limited Resources		Return to Draft	Y	Y	Y	
ENP 801	Facebook for Business		Return to Draft	Y	Y	Y	
ENP 802	Pinterest and Instagram for Business		Return to Draft	Y	Y	Y	
ENP 803	YouTube for Business		Return to Draft	Y	Y	Y	
ENP 804	Twitter for Business		Return to Draft	Y	Y	Y	
ENP 805	LinkedIn for Business		Return to Draft	Y	Y	Y	
ENP 850	Introduction to Entrepreneurship		Return to Draft	Y	Y	Y	
ENP 851	Entrepreneurship Basics		Return to Draft	Y	Y	Y	
ENP 852	Starting a Business with Limited Resources		Return to Draft	Y	Y	Y	
	Human Services Work Experience HMS specific. The hours do not match the new requirem rses (54 hours per unit). Minutes may need to be clarifi		Hold	Υ	Y	Y	

Courses						
New Courses		MNR	Action	Douglass	Johnson	Pfeifle
<b>AHS 60</b> Faculty intent is the COR for furt	Special Topics in Art & Visual Culture that this course should be a special topics course. Faculty wil her review.	I revise	Hold	Y	Y	Υ
<b>AHS 61</b> Further develop	<b>Directed Study in Art &amp; Visual Culture</b> ment needed in alignment with draft BP.		Hold	Y	Y	Υ
previous enrollm configured in Co should note that needs to approv	Independent Study in Psychology ould be TBA. A limitation on enrollment requiring current or nent in a PSY course is necessary per the draft BP (this can be lleague as a previous/concurrent corequisite). Course descrip a learning contract should be developed and should indicate the contract. Course content should include language stati contract is the content of the course.	otion e who	Hold	Y	Y	Y
General Edu	ication					
<u>General Educ</u>	ation Modifications	MNR	Action	Douglass	Johnson	Pfeifle
ADM 1 New proposals h at the next meet	Introduction to Applied Digital Media and Printing have been received for ADM 1, 62, 71A, 74A, and 77A to be re- cing.	VV V	Hold	Y	Υ	Υ
ADM 62	Typography and Graphic Design		Hold	Υ	Y	Y
ADM 63A	Design For Print Publication		Hold	Υ	Υ	Y
ADM 71A	Adobe Photoshop for Image Manipulation		Hold	Υ	Y	Y
ADM 74A	Web Design		Hold	Υ	Y	Y
ADM 77A	Adobe Illustrator for Graphic Art		Hold	Y	Y	Y
ADM 84A	Screen Printing		Hold	Y	Y	Y
ADM 85A	Commercial Printing		Hold	Y	Y	Υ
	<b>Foundations of Data Science</b> sted with CIS 70A, which would also need to come forward fo I work with faculty.	or	Hold	Y	Y	Y

Programs							
New Programs		MNR	Action	Douqlass	Johnson	Pfeifle	
Certificate							
SCA Catalog descriptio SCA-10 need to be	Automation Technician I n cannot reference associate degree. Unit values for SCA-1 e verified.	Land	Hold	Y	Y	Y	
<b>SCA</b> Catalog descriptio SCA-10 need to be	Automation Technician II n cannot reference associate degree. Unit values for SCA-1 e verified.	L and	Hold	Y	Y	Y	
<b>SCA</b> Catalog descriptio	Automation Technician III n cannot reference associate degree.		Hold	Y	Y	Y	
<u>Program Modi</u>	<u>fications</u>	MNR	Action	Douglass	Johnson	Pfeifle	
Certificate							
ADJ Awaiting course.	Administration of Justice/Basic Public Safety Dispatch		Hold	Y	Y	Y	
HMS Holding to clarify	<b>Drug and Alcohol Studies</b> WKX/HMS-200.		Hold	Y	Y	Y	