

**SANTA ROSA JUNIOR COLLEGE (SRJC)  
CURRICULUM REVIEW COMMITTEE (CRC)  
BUILDING Doyle Library | ROOM #4420 | TIME 3:15pm-5:15pm**

<https://santarosa-edu.zoom.us/j/99398464152?pwd=VFVJUhdzMENoVnQ4Z2xONDNwbW5sQT09>

**MEETING MINUTES**

**8/14/2023**

KEY: X = Present, A = Absent

**CALL TO ORDER & ROLL CALL:**

MEMBERS	AUG 14 Training	AUG 28	SEP 11	SEP 25	OCT 9	OCT 23	NOV 13	NOV 27	JAN 22	FEB 12	FEB 26	MAR 11	MAR 25	APR 8	APR 22	MAY 13
<b>Faculty (15)</b>																
Ann Foster (Co-chair)	X															
Amy Merkel (Transfer Director)	X															
Carlos Valencia	X															
Coleen Trivett	X															
Joel Grogan	X															
John Kwon	X															
John Stover	X															
Katherine Slusser (F23)	X															
Liz Giron-Brosnan	A															
Robert Grandmaison	X															
Saska Gjorgjievska	X															
Smita Avasthi	X															
Sujan Sarkar	X															
Tom Falbo	X															
Vacant																
Vacant																
<b>Administrators (4)</b>																
Josh Adams (Co-chair)	X															
Rachael Cutcher (Counseling Dean/Rep.)	A															
Vayta Smith (A&R Rep.)	A															
Vacant (Instr. Dean)																
<b>Classified (1)</b>																
Kate Blackwell (Articulation Officer)	X															
<b>Students (2)</b>																
Vacant																
Vacant																
<b>Quorum and Voting Total</b>	<b>15</b>															

**Ex-officio, non-voting Members (2)**

Lisa Beach (Distance Ed. Rep.)	X															
Vacant (Assessment Rep.)																

**Staff:**

Chas Crocker, Joshua Pinaula

**Guests:**

**ANNOUNCEMENTS****Non-Voting | Informational & Discussion Items**

Item	Description
	<i>None</i>

**PUBLIC COMMENT (10 minutes)****Limit 3 Minutes Per Speaker**

Speaker	Comment
	<i>None</i>

**ORIENTATION****CRC's First Meeting**

Item	Description
1	<a href="#">DE Addendum Review (Lisa)</a>
2	Welcome and Introductions of Committee members (Ann)
3	Committee Description as approved by College Council (Ann)
4	The committee's function, membership and meeting schedule information (Ann)
5	<a href="https://curriculum.santarosa.edu">Curriculum Homepage (https://curriculum.santarosa.edu)</a>
6	<a href="#">Curriculum Submission Process and due dates</a>
7	<a href="#">CRC Orientation (Ann)</a> <ul style="list-style-type: none"> <li>A Robert's Rules of Order - Light (Josh)</li> <li>B Brown Act (Josh)</li> <li>C Establishing Quorum (Ann)</li> <li>D Title 5 (hours to units), By-Laws, Writer's Guide/Handbook (Josh)</li> <li>E Solicitation of topics for Business Items from CRC committee members (Josh)</li> <li>F Agenda Walkthrough (Ann)</li> </ul>
8	Term effective date - Fall Default (Josh)
9	Cluster Tech Review Committee Duties, Assignment of CTRC Reps and members (Ann) <ul style="list-style-type: none"> <li>A <a href="#">CRC Training in Canvas</a></li> <li>B <a href="#">COR Checklist for Cluster Tech</a></li> <li>C <a href="#">CRC Members at Cluster Tech - Ann will email CRC members</a></li> </ul>
10	Role of CRC Representative at Cluster Tech (Co-Chair)

**BUSINESS AGENDA (15 minutes)****Voting | Action Items**

Item	Description
	<i>None</i>

**COURSE & PROGRAM REVIEW (1hr 30 minutes)****Voting | Includes Action Agenda and Consent Agenda**

Item	Description
1	See the following pages attached

**ENDING ITEMS (Remaining time)****Non-Voting**

Item	Description
1	Cluster Technical Review Committee (CTRC) Check-in/Questions

## 6-YEAR REVIEW TIMELINES BY CLUSTER

YEAR	AH	BSS	CANITT	HS	KAD	LAAF	LR	PSOA	STEM	STU	WFD	TOTAL
<b>2022-23 - past due</b>	10	11	15	0	17	0	0	4	0	0	0	57
2023-24	37	12	51	5	24	37	0	18	16	8	43	251
2024-25	75	11	26	24	49	46	1	13	47	7	14	313
2025-26	35	23	32	23	67	43	1	27	26	10	16	303
2026-27	76	8	39	11	17	28	0	14	27	6	27	253
2027-28	31	25	69	19	11	54	0	4	37	4	35	289
2028-29	50	20	39	22	38	41	0	14	46	5	27	302
2028-29	2	0	2	0	8	0	0	0	8	0	1	21
<b>CLUSTER TOTALS</b>	<b>233</b>	<b>110</b>	<b>271</b>	<b>104</b>	<b>223</b>	<b>249</b>	<b>2</b>	<b>94</b>	<b>199</b>	<b>40</b>	<b>162</b>	<b>1687</b>
<b>COURSES DUE</b> (Past Due and Current)	<b>47</b>	<b>23</b>	<b>66</b>	<b>5</b>	<b>41</b>	<b>37</b>	<b>0</b>	<b>22</b>	<b>16</b>	<b>8</b>	<b>43</b>	<b>308</b>
<i>Data pulled for CRC approved and frozen course changes only (does not account for drafts or proposed courses).</i>											LAST UPDATED 8/17/2023	

## CURRICULUM REVIEW COMMITTEE COURSE RECOMMENDATIONS

KEY: LFR = Last Full Review, EFF.DATE = Effective Date

ACTION AGENDA							MINUTES
NEW/REINSTATED							NEW/REINSTATED
ITEM	LFR	SUBMITTER	COURSE #	TITLE	EFF.DATE	VOTING OUTCOME & DISCUSSION	
None							
REVISION   Substantial Changes   Update to Last Full Review Date							REVISION, ACTION
ITEM	LFR	SUBMITTER	COURSE #	TITLE	EFF.DATE	VOTING OUTCOME & DISCUSSION	
None							
CONSENT AGENDA							CONSENT AGENDA VOTE:
REVISION   Non-Substantial Changes   Update to Last Full Review Date [Reviewed and Recommended by Cluster Technical Review Committee (CTRC). - Associated content reviews included.]							Vote below includes: CTRC Recc., Modifications, DE, GE, Inactivations, and Program Recc.
ITEM	LFR	SUBMITTER	COURSE #	TITLE	EFF.DATE	VOTING OUTCOME & DISCUSSION	
1	10/23/2017	Robert Grandmaison	APTECH 46	Introduction to Computer-Aided Drafting	Fall 2024	M/S/A 15-0-0 Vote	
			Units   Hours:	2.00 Units   2.00 Lecture Hours / 0.50 Lab Hours			
			Requisites:	Course Completion or Current Enrollment in APTECH 45 OR INDE 50 OR HORT 93			
			Updates and Changes In:	Description (IDEAA), Objectives, Topics & Scope, Assignments, MOE, Textbooks			
2	3/13/2017	Ameya Bela	ATHL 2	Yoga for Intercollegiate Athletes	Fall 2024		
			Units   Hours:	1.50 Units   3.00 Contact DHR			
			Updates and Changes In:	Description (IDEAA), Assignments, MOE, Textbooks			
3	10/23/2017	Tony Graziani	BIO 2.1	Fundamentals of Biology (Cell and Molecular)	Fall 2024		
			Units   Hours:	5.00 Units   3.00 Lecture Hours / 6.00 Lab Hours			
			Requisites:	Course Completion of CHEM 3A AND CHEM 3AL; OR CHEM 1A; OR CHEM 4A; AND Course Completion of BIO 10; AND ENGL 1A (OR ESL 10)			
			Updates and Changes In:	Description (IDEAA), SLO, Objectives, Topics & Scope, Assignments, MOE, Textbooks			
4	11/27/2017	Tony Graziani	BIO 2.2	Fundamentals of Biology (Evolution, Genetics, and Zoology)	Fall 2024		
			Units   Hours:	5.00 Units   3.00 Lecture Hours / 6.00 Lab Hours			
			Requisites:	Course Completion of BIO 2.1			
			Updates and Changes In:	Description (IDEAA), SLO, Objectives, Topics & Scope, MOE, Textbooks, MOI (+Field trips)			
5	11/27/2017	Tony Graziani	BIO 2.3	Fundamentals of Biology (Botany and Ecology)	Fall 2024		
			Units   Hours:	5.00 Units   3.00 Lecture Hours / 6.00 Lab Hours			
			Requisites:	Course Completion of BIO 2.1			
			Updates and Changes In:	Description (IDEAA), SLO, Topics & Scope, Assignments, Textbooks, MOI (+Field trips)			
6	05/14/2018	Peter Levelle	CONS 98	Independent Study in Construction Management	Fall 2024		
			Units   Hours:	1.00-3.00 Units   1.00 Contact DHR Hours			
			Limits on Enrollment:	Approval of the project proposal by sponsoring faculty, Program Coordinator and Supervising Administrator. Requires instructor's signature for approval.			
			Updates and Changes In:	Description (IDEAA), SLO, Objectives, Open entry/exit (from Optional, to Not)			

7	12/12/2016	Stephanie Clark	<b>CS 71.11</b> Units   Hours: Recommended Prep: Updates and Changes In:	<b>Adobe Illustrator 1</b> 3.00 Units   3.00 Lecture Hours Completion of CS 5; AND Eligibility for ENGL 100 or ESL 100 Description (IDEAA), SLO, Objectives, Topics & Scope, Assignments, MOE	<b>Fall 2024</b>
8	02/08/2016	Scott Rosen	<b>CS 80.15</b> Units   Hours: Recommended Prep: Updates and Changes In:	<b>IT Essentials 1: PC Hardware and Software</b> 4.00 Units   4.00 Lecture Hours Eligibility for ENGL 100 or ESL 100 Description (IDEAA), SLO, Objectives, Topics & Scope, MOE, Textbooks	<b>Fall 2024</b>
9	02/12/2018	MJ Papa	<b>ELEC 54C</b> Units   Hours: Requisites: Updates and Changes In:	<b>Microcontrollers and Embedded Systems</b> 3.00 Units   2.00 Lecture Hours / 3.00 Lab Hours Course Completion of ELEC 54B Description (IDEAA), Objectives (preamble, word choice), Assignments, Program Status (Both Certificate and Major Applicable)	<b>Fall 2024</b>
10	03/12/2018	Shari Canepa	<b>INDE 64</b> Units   Hours: Recommended Prep: Updates and Changes In:	<b>Professional Practices for Interior Design</b> 3.00 Units   3.00 Lecture Hours Eligibility for ENGL 100 or ESL 100 Description (IDEAA), Grading (from Grade Only, to Grade or P/NP), SLO, Objectives, Topics & Scope, Assignments, MOE, Textbook	<b>Fall 2024</b>
11	04/24/2017	Ameya Bela	<b>KFIT 6</b> Units   Hours: Updates and Changes In:	<b>Introduction to Yoga</b> 1.50 Units   3.00 Lab Hours Description (IDEAA), Assignments, MOE, Textbooks	<b>Fall 2024</b>
12	03/27/2017	Lenny Wagner	<b>KFIT 8</b> Units   Hours: Updates and Changes In:	<b>Introduction to Weight Lifting</b> 1.50 Units   3.00 Lab Hours Description (IDEAA), Objectives (preamble, word choice), Topics & Scope, Assignments, MOE, Textbooks	<b>Fall 2024</b>
13	03/27/2017	Crystal Chaidez	<b>KFIT 32</b> Units   Hours: Updates and Changes In:	<b>Introduction to Barre Fitness</b> 1.50 Units   3.00 Lab Hours Description (IDEAA), Objectives (preamble, word choice), Assignments, MOE, Textbooks	<b>Fall 2024</b>
14	12/12/2016	Crystal Chaidez	<b>KFIT 32.1</b> Units   Hours: Updates and Changes In:	<b>Beginning Barre Fitness</b> 1.50 Units   3.00 Lab Hours Description (IDEAA), Objectives (preamble), Assignments, MOE, Textbooks	<b>Fall 2024</b>
15	02/13/2017	Crystal Chaidez	<b>KFIT 32.2</b> Units   Hours: Updates and Changes In:	<b>Intermediate Barre Fitness</b> 1.50 Units   3.00 Lab Hours Description (IDEAA), Objectives (preamble), Assignments, MOE, Textbooks	<b>Fall 2024</b>
16	12/12/2016	Crystal Chaidez	<b>KFIT 32.3</b> Units   Hours: Updates and Changes In:	<b>Advanced Barre Fitness</b> 1.50 Units   3.00 Lab Hours Description (IDEAA), Objectives (preamble), Assignments, MOE, Textbooks	<b>Fall 2024</b>
17	03/27/2017	Tara Jacobson	<b>KINES 70</b> Units   Hours: Recommended Prep: Updates and Changes In:	<b>Yoga Techniques, Training, and Practice I</b> 3.00 Units   3.00 Lecture Hours Eligibility for ENGL 100 or ESL 100 Description (IDEAA), SLO, Topics & Scope, Assignments, MOE Textbooks	<b>Fall 2024</b>
18	01/22/2018	Tony Graziani	<b>MICRO 5</b> Units   Hours: Requisites: Updates and Changes In:	<b>General Microbiology</b> 5.00 Units   3.00 Lecture Hours / 6.00 Lab Hours Course completion of ENGL 1A (OR ESL 10); AND Completion of BIO 10 or higher (V7); AND Completion of CHEM 60, CHEM 3A (OR CHEM 1A), or higher (V6) Description (IDEAA), Topics & Scope, Assignments, MOE, Textbooks	<b>Fall 2024</b>

19	05/14/2018	R. Powell	PLS 55	Legal Ethics	Fall 2024	
			Units   Hours:	2.00 Units   2.00 Lecture Hours		
			Requisites:	Course Completion or current enrollment in PLS 50 and PLS 51		
			Updates and Changes In:	Description (IDEAA), Objectives, Topics & Scope, Assignments, MOE		
20	01/23/2017	Merilark Padgett-Johnson	VIT 1	Introduction to Viticulture, Winemaking, Wines of the World	Fall 2024	
			Cross-listed Course(s):	WINE 1		
			Units   Hours:	3.00 Units   3.00 Lecture Hours		
			Recommended Prep:	Eligibility for ENGL 1A or equivalent		
			Updates and Changes In:	Description (IDEAA), SLO, Topics & Scope, Assignments, Textbooks		
21	01/23/2017	Merilark Padgett-Johnson	WINE 1	Introduction to Viticulture, Winemaking, Wines of the World	Fall 2024	
			Cross-listed Course(s):	VIT 1		
			Units   Hours:	3.00 Units   3.00 Lecture Hours		
			Recommended Prep:	Eligibility for ENGL 1A or equivalent		
			Updates and Changes In:	Description (IDEAA), SLO, Topics & Scope, Assignments, Textbooks		
<b>MODIFICATION   No Update to Last Full Review Date</b>						<b>MODIFICATION</b>
<b>ITEM</b>	<b>LFR</b>	<b>SUBMITTER</b>	<b>COURSE #</b>	<b>TITLE</b>	<b>EFF.DATE</b>	<b>DISCUSSION</b>
1	N/A	Jennifer Poovey	DE 51	Occupational Health and Safety	Fall 2023	
			Requisites (old):	Concurrent Enrollment in DE 50 and DE 55A		
			Requisites (new):	Concurrent Enrollment in DE 55A		
2	N/A	Cindy Fleckner	DH 71A	Clinical Dental Hygiene Care and Theory 1	Fall 2023	
			Requisites (old):	Concurrent Enrollment in DH 70 AND Course Completion or Current Enrollment in DE 50 and DE 51 and DE 55A		
			Requisites (new):	Concurrent Enrollment in DH 70 AND Course Completion or Current Enrollment in DE 51 and DE 55A		
<b>DISTANCE EDUCATION (DE)</b>						<b>DE</b>
<b>ITEM</b>	<b>LFR</b>	<b>SUBMITTER</b>	<b>COURSE #</b>	<b>TITLE</b>	<b>EFF.DATE</b>	<b>DISCUSSION</b>
None						
<b>GENERAL EDUCATION (GE)</b>						<b>GE</b>
<b>ITEM</b>	<b>LFR</b>	<b>SUBMITTER</b>	<b>COURSE #</b>	<b>TITLE</b>	<b>EFF.DATE</b>	<b>DISCUSSION</b>
None						

INACTIVATION						INACTIVATION
ITEM	LFR	SUBMITTER	COURSE #	TITLE	EFF.DATE	DISCUSSION
1	N/A	Emmanuel Raymundo	ETHST 80.3	World Humanities: Arts, Ideas, Values	Fall 2024	
2	N/A	Emmanuel Raymundo	ETHST 80.4	Humanities in the United States	Fall 2024	
3	N/A	Emmanuel Raymundo	ETHST 80.5	Popular Culture in the United States	Fall 2024	
4	N/A	Brenda Flyswithawks	ETHST 82.1	Identity and Cultural Diversity	Fall 2024	
5	N/A	Brenda Flyswithawks	ETHST 84.1	Multicultural Perspectives in American Theatre	Fall 2024	
6	N/A	Marlyn Garcia	ADLTED 723	Financial Mathematics	Fall 2024	
7	N/A	Marlyn Garcia	ADLTED 724	Business Mathematics Using Excel	Fall 2024	
8	N/A	Marlyn Garcia	ADLTED 745.1	Communication for Construction Trades Part 1	Fall 2024	
9	N/A	Marlyn Garcia	ADLTED 745.2	Communication for Construction Trades Part 2	Fall 2024	
10	N/A	Marlyn Garcia	ADLTED 745.3	Communication for Landscaping Trades	Fall 2024	
11	N/A	Peter Levelle	CONS 183	OSHA 10	Fall 2024	
12	N/A	Peter Levelle	CONS 62	Blueprint Reading and Construction Graphics	Fall 2024	
13	N/A	Catherine Williams	PSYCH 52	Interpersonal Communication	Fall 2024	

## CURRICULUM REVIEW COMMITTEE MAJOR & CERTIFICATE RECOMMENDATIONS

KEY: AA = Associate of Arts, AA-T = Associate in Arts for Transfer, AS = Associate of Science, AST = Associate in Science for Transfer, Cert. = Certificate, Eff.Date = Effective Date

PART OF THE CONSENT AGENDA:						
New Non-Credit						
Item	Submitter	Program	Cert./Major Type	Hours	Description	Eff. Date
<i>None</i>						
New Credit						
Item	Submitter	Program	Cert./Major Type	Units	Description	Eff. Date
<i>None</i>						
Revised						
Item	Submitter	Program	Cert./Major Type	Units	Description	Eff. Date
1	Brenda Flyswithawks	<a href="#">Native American Studies</a>	AA	18	Removal of COUN 7, HIST 21, HIST 22, PSYCH 34, SOC 30, THAR 6 from the Elective block	F2024
2	Tara Jacobson	<a href="#">Kinesiology</a>	AA	32	Updates in Description, PSLOs, addition and removal of multiple courses from various elective groups	F2024
3	Tara Jacobson	<a href="#">Kinesiology</a>	AA-T	22*	Updates in PSLOs, addition and removal of multiple courses from various elective groups	F2024
4	Tammy Alander	<a href="#">Radiologic Technology</a>	AS	94.5	Update in Elective block (removal of MATH 101, 154, 156, 161; addition of MATH 15), removal of older notes	F2024
5	Tammy Alander	<a href="#">Radiologic Technology</a>	Achievement	94.5	Update in Elective block (removal of MATH 101, 154, 156, 161; addition of MATH 15), removal of older notes	F2024
Technical Correction(s)						
Item	Submitter	Program	Cert./Major Type	Units	Description	Eff. Date
<i>None</i>						
Inactivated						
Item	Submitter	Program	Cert./Major Type	Units	Description	Eff. Date
<i>None</i>						