

Curriculum Technical Review Committee
Meeting Notes - **APPROVED**
March 25, 2025, 1:00pm – 4:30pm
March 26, 2:30pm – 4:30pm
ZOOM: <https://sdccd-edu.zoom.us/j/2162990595>

Members:

Darren Hall (chair), Mara Palma-Sanft, Mardi Parelman, Sharilyn Wilson, Veronica Hartmann (technical writer)

1. Approval of agenda
2. Approval of notes from [last meeting](#)
 - a. Tabled for sake of time
3. Course proposals
 - [PARA 110](#): Legal Writing & Communications
 - ☐ Change of PARA 100 for co-requisite to pre-requisite
 - ☐ Addition of PARA 105 as prerequisite
 - Approved, no changes
 - [PSYC 161](#): Introduction to Counseling
 - ☐ 6-year Review
 - 2nd textbook – change capitalization.
 - Hartmann will ask the originator if they want ENGL 105 as an advisory.
 - [MATH 151L](#): Calculus II Laboratory
 - ☐ New Credit Course
 - Hartmann will ask about the discrepancy between student contact hours and student learning hours
 - [MATH 152L](#): Calculus III Laboratory
 - ☐ New Credit Course
 - Should be MATH 252L
 - Is a one-way co-requisite with MATH 252 (i.e., MATH 252 does not require the lab)
 - Hartmann will remove “lab only course” language and fix formatting
 - [MUSI 205A](#): Audio Production Projects I
 - ☐ Credit Course Revision

- Committee had questions re: additional language in the corequisite section. Hartmann will connect with the originator to clarify.
 - Additional questions re: course catalog description. Suggest editing to be more in line with other MUSI courses. Hartmann will follow up with originator.
- [EXSC 292A](#): Yoga Teacher Training Essentials
 - Credit Course Revision to DE
 - DE change - 15 hours face-to-face instruction required
- [EXSC 292B](#): Yoga Teacher Training Progressive Methodologies
 - Update to DE
 - DE change - 15 hours face-to-face instruction required
- [EXSC 293A](#): Yoga Teacher Training Integration
 - Update to DE
- [EXSC 293B](#): Yoga Teacher Training Implementation
 - Update to DE
- [EXSC 251](#): Exercise and Sport Psychology
 - New Credit Course
 - Hartmann will check if it should be “sport” or “sports” psychology throughout. Minor formatting/grammar changes.
- [EXSC 252](#): Women in Sports
 - New Credit Course
- [MLTT 210](#): Clinical Chemistry and Lab Operations (DRAFT)
 - Added CHEM 103 as prerequisite option
 - Added the statement “prerequisite courses or their equivalent must be taken within five years prior to enrollment” as a limitation on enrollment.
 - Minor grammatical edits
 - Hartmann will follow up with requestor re: math advisory.
- [MLTT 211](#): Clinical Hematology Urinalysis and Body Fluids (DRAFT)
 - Added CHEM 103 as prerequisite option
 - Added the statement “prerequisite courses or their equivalent must be taken within five years prior to enrollment” as a limitation on enrollment.
 - Minor grammatical edits.
 - Hartmann will follow up with requestor re: writing assignments section.
- [MLTT 212](#): Clinical Microbiology (DRAFT)

- ☐ Added CHEM 103 as prerequisite option
 - Added the statement “prerequisite courses or their equivalent must be taken within five years prior to enrollment” as a limitation on enrollment.
 - Minor grammatical edits
 - Hartmann will follow up with requestor re: writing assignments section and capitalization questions.
- [MLTT 213](#): Blood Bank and Immunology (DRAFT)
 - ☐ Added CHEM 103 as prerequisite option
 - Added the statement “prerequisite courses or their equivalent must be taken within five years prior to enrollment” as a limitation on enrollment.
 - Minor grammatical edits
- [FIPT 324E](#): ICS 300: Intermediate Incident Command System for Expanding Incidents (DRAFT)
 - ☐ New Credit Course in Open Water Lifeguard AS and CoA
 - Minor formatting changes.
- [FIPT 350A](#): Fire Officer 3A: Human Resource Management
 - ☐ New Course
 - FIPT 350 is being broken into three parts (A,B,C)
 - Minor changes including spelling out acronyms
- [FIPT 350B](#): Fire Officer 3B: Finance and Administration
 - ☐ New Course
 - Minor formatting changes
- [FIPT 350C](#): Fire Officer 3C: Command of Expanding Incidents
 - ☐ New Course
 - Minor grammar/formatting changes
- [FIPT 332D](#): Rope Rescue Awareness and Operations
 - ☐ New Course in Lifeguard AS and COA
 - Minor grammar/formatting changes
- [FIPT 345C](#): Ethical Leadership for Instructors
 - ☐ New Course
 - Minor grammar/formatting changes
- FIPT 100E:
 - ☐ New Course (COYA Grant)
 - *Not yet launched, not reviewed at this meeting.*
- [FACD 100F](#): Fire Academy Fitness, Conditioning, Health & Wellness
 - ☐ New Course in Fire Fighter 1 CoA
 - Minor grammar/formatting changes
- [FACD 170](#): Fire Fighter 1A – Structural Engineering
 - ☐ New Course in Fire Fighter 1 CoA
 - Minor grammar/formatting changes

- ☐ New Course in Fire Fighter 1 CoA
 - ☐ Course Equivalency FIPT 150A + 150B + 150C + 150T + 150W
- [FACD 171](#): Fire Fighter 1B – Hazardous Materials
 - ☐ New Course in Fire Fighter 1 Academy
 - ☐ Course Equivalency FIPT 323B
 - Minor formatting changes
- [FACD 172](#): Fire Fighter 1C – Wildland Operations
 - ☐ New Course in Fire Fighter 1 CoA
 - ☐ Course Equivalency FIPT 150W
- [FACD 173](#): Firefighter 1 Academy Skills Review and Certification
 - ☐ New Course in Fire Fighter 1 CoA
 - ☐ Course Equivalency FIPT 381G
 - Hall confirmed that we should change prerequisites to co-requisites
- [FACD 174](#): Common Vehicle Rescue Technician
 - ☐ New Course in Fire Fighter 1 CoA
 - ☐ Course Equivalency FIPT 322A
- [FACD 175](#): Fire Fighter 2A – Structural Firefighting
 - ☐ New Course
 - Per Hall, remove prerequisites & corequisite

5. Award proposals

- [Nutrition & Dietetics ADT](#)
 - i. Change stats option from MATH 119 to PSYC 258
 1. Per Perelman, MATH 119 should be preferred (ZTC), but PSYC 258 is allowable. PSYC does not have an OER textbook option.
 2. Formatting – need to adjust formatting for unit range
 3. Discussion re: BIOL 107
- [Exercise and Nutritional Science AS](#)
 - i. Deactivation Impact: EXSC 125 A-D, 147 A-D, and EXSC 148-D
- [300-HR Registered Yoga Teacher CoA](#)
 - i. Addition of course options
- [Personal Training CoA](#)
 - i. Change in program requirements / addition of electives
- [ADT Art History](#)

- i. Change in program requirements
- [Open Water Lifeguard AS](#)
 - i. Program Revision
- [Open Water Lifeguard CoA](#)
 - i. Program Revision
- Fire Technology [AS](#) and [COA](#)
 - i. Entry Level Firefighter Program Revision
- [Fire Fighter 1 Academy CoA](#)
 - i. New Program

6. Other business

- Change in Tech Review Subcommittee Meeting Dates
 - i. Tabled for time
- TEAMS Folder
 - i. Tabled for time