Meeting Date: Tuesday, August 28, 2012  
Meeting Time: 2:10pm-4:00pm  
Meeting Location: HR Conference Room

Members Present: S. Aunai, P. Bench, D. Berry, V. Herder, M. Hines, D. Layne, D. McCauley

Members Absent: D. Bogle & S. Gregory

Guest(s): S. Eveland, R. Sigel, L. Smith, S. Swenson

Course Updates:

- RECR 1510 Introduction to Recreation and Leisure Service
- SOC 2120 American Social Problems
- CJA 1501 Introduction to the Administration of Justice

The above courses with course updates were approved by the committee to move forward to the CG&E Meeting.

New Courses:

- MUSC 1520 American Jazz

MUSC 1520 was tabled following recommendations from the committee for expansion of the Course Scope and Content.

- MUSC 1600 Music Theory I

MUSC 1600 was tabled following recommendations from the committee for alignment with C-ID for the Catalog Description, Course Objectives, and Course Scope and Content.

Distance Learning:

- BUSN 1601 Beginning Keyboarding
- BUSN 1602 Beginning Keyboarding
- BUSN 1603 Beginning Keyboarding
- BUSN 2001 Intermediate Keyboarding
- BUSN 2002 Intermediate Keyboarding
- BUSN 2003 Intermediate Keyboarding

The above courses for Distance Learning were approved by the committee to move forward to the CG&E Meeting.
**Other:**

The next meeting of the Technical Review Committee will be held Tuesday, September 4, 2012 pending proposed agenda items.

The deadline for the September 10, 2012 CG&E meeting was Monday, August 27, 2012.

The deadline for the October 8, 2012 CG&E meeting will be Monday, September 24, 2012.