

Biotech Curriculum Advisory Board | MINUTES

Meeting date | time *March 12, 2020 | 7:30am* | Meeting location *Board Room*

Meeting called by	Katherine Marsh, Michelle Stieber, & Santos Rojas	Attendees: Willie Zuniga, Colleen McKinley, Gary Fuji, Marlene Garcia Swider, Linda Rehfuss, H. Howard Xu, Patrick D Gavit, Sara Hashimi, Deena Smith, Wendie Johnston, Susan Kane, Abiodun Osanynpeju, Deborah Shepard, Michelle Stieber, Santos Rojas, Katherine Marsh, Isabel Medina Did not attend: Kat Jalpert and Joel Espejo
Type of meeting	Biotech. Programs Proposal	
Note taker	Isabel Medina	
Timekeeper		

AGENDA TOPICS

Time allotted *5 minutes* | Agenda topic *Introductions* | Presenter *Katherine Marsh*

Time allotted *15 minutes* | Agenda topic *Cerritos College: Plan of Action Knowledge List Summary Discussion* | Presenter *Michelle Stieber and Santos Rojas*

Discussion Conversation: Michelle , Pat Gavit, and Santos Rojas, Howard Xu, Linda Rehfuss, Deborah,

Action items

Topic 1: Advisory Topics for Courses

- Soft Skills > Under Communication can add team building or team dynamic.
- Team has to be aware that students are multigenerational

Topic 2: Items that needed to be reviewed on Knowledge List Summary

- Feedback on how important these items are Certification needed; yellow belt, project management skills also needed to be added
- Intro to bio will include lab work.
- Is there any reason to include exposers to larger equipment? Yes, it's a very important part in pharmaceutical manufacturing

Time allotted *5 minutes* | Agenda topic *Compton College: Proposed Biotech Certificates and Degree Offerings* | Presenter *Katherine Marsh*

Discussion Conversation: Colleen McKinley joined and Sarah

Action items

Topic 1 : **Biotech GE Course**: This would be taken to fulfill life science on their GE (101)

Topic 2 : **Tech writing**:(125) 1 unit,

Topic 3: **Tech in Cell and Molecular Bio**: (150)

Topic 4: **Quality and regulatory practices in biotech** (200)

Topic 5: **Biomanufacturing** (220)

Conclusion Closing:

Time allotted 60 minutes | **Agenda topic** Review of Proposed Courses | **Presenter** Katherine Marsh

Discussion Conversation: Other colleges have a specialization and can help with grants and other courses if Compton college specializes on a specific course.

Action items

Topic 1: *Intro to Biotechnology*

Biotech 101 Notes:

- Safety rules in lab...OSHA Certification classes are maybe needed
- Yellow belt
- Gavit : Need to be more focus on proteins and their structure how its made, chromatography lab work,

Topic 2: *Technical Writing for Regulated Environments*

1 unit, (125)

- allow students to learn how to write, ex: drafting sop's etc. (online)
- Maybe can include virtual labs, also projects can include community interviews which can lead to exposure and jobs. Which helps with soft skills, writing and communication.
- Gavit: This course has a lot of opportunity and useful. Can include presentation skills.
- Take time from day one to include job seeking skills like updating resume, can invite staffing agents to look at resumes and give interviews.
- Maybe needs to be a bigger course to include skill sets for students who are unprepared.

Action items

- Online portfolio can be good in the course.
- SOP's soft skill of tech writing

Topic 3: *Techniques in Cell and Molecular Biology*

(150) Using pipettes

These three will give them a certificate, lab assistant certificated manufacturing certificate as degree, 30 units.

- Chem students need to be more prepared.
- Will tech writing be before technique? Yes, but can take simultaneously.
- Bio Chem can be more important than molecular bio.
- Project Lead The Way is leading more for health care instead of biotech for students in dual enrollment or high school. Definitely going to move forward with this.

Topic 4: *Quality and Regulatory Practices in Biotechnology*

(Bio tech 200)

- Growing cells
- Keep the course moderate because don't want to over promise
- Online
- Rolls with teams, how they function and progress over time
- Certification: Funding is expensive and might be a barrier.
- Need to build more into the earlier classes

Topic 5: *Biomanufacturing*

- Bioreactor: mammalian and bacterial both into one semester

Conclusion Closing:

- Be more explicit about the teamwork that will be involved in the courses
- quality improvement
- Certifications can be explored in more depth, and the green belt or yellow belt requirements. Get faculty externship maybe in summer.
- Bio flex program

Action items

- Students have plenty of hoods to use
- Some students have skills already that will be like T.A.'s in the classroom

Time allotted 5 minutes | **Agenda topic** Vote on Proposed Curriculum | **Presenter** Katherine Marsh

Discussion Conversation: Deborah yes, Deena Smith approve, Paul approve, Susan cain, wu approved, Gavin approved more protein bio chem,

Conclusion Closing: List of equipment >

Time allotted 5 minutes | **Agenda topic** Discussion of next advisory board meeting | **Presenter** Michelle Stieber & Santos Rojas

Discussion Conversation:

- Reconvene in 6 months, more frequently and meet. All said agree with meeting frequently.
- Covering more bio health throughout the semester that la health students can take also.
- Chem for allied health

Time allotted none | **Agenda topic** Adjourn | **Presenter: None**

Discussion Conversation:

9:15am finished.

Special notes:

Meeting Objectives:

1. Introduce the two colleges and their visions for their biotechnology programs.
2. Solicit additional input on select items from the surveyed Knowledge List.
3. Discuss and share feedback on Compton College's proposed program.
4. Vote to reject, approve with modifications, or approve the proposed curriculum.

Special notes: