I. MOTION:

Approval of the minutes for the meetings on February 20 & 27, 2013 and electronic meeting on March 5, 2013

It was moved by Margaret Griffith; seconded by Jay Ribaya.

__X__ Approved  ____ Not Approved  ____ Tabled

II. ACTION ITEMS:

A) Approval of Consent Agenda: No Items

B) Second Readings: No Items

C) First Readings:

It was moved by Jannine Livingston; seconded by Jay Ribaya, and approved by the Committee to approve items 1213-204 through 1213-208 as a group:

1) Course Revision Item 1213-204

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Unit Change</th>
<th>Hour Change</th>
<th>Advisory Change</th>
<th>New Prerequisite</th>
<th>Description Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 050: Semi-Automatic Welding Processes</td>
<td>TO: 4 Units</td>
<td>TO: 144 Total Hours (36 Lecture/108 Lab)</td>
<td>TO: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment</td>
<td>WELD 040 (remove WELD 045)</td>
<td>Revise content and update text.</td>
</tr>
</tbody>
</table>
Correction Needed: Include target audience in Course Description.

It was moved by Ted Preston; seconded by Gary Halverson.

___X___ Approved      ___ Not Approved      ___ Tabled

Content Review

WELD 050: Semi-Automatic Welding Processes

It was moved by Ted Preston; seconded by Gary Halverson.

___X___ Approved      ___ Not Approved      ___ Tabled

Prereq/Coreq/Advisory

WELD 050: Semi-Automatic Welding Processes

It was moved by Jay Ribaya; seconded by Gary Halverson.

___X___ Approved      ___ Not Approved      ___ Tabled

2) Course Revision

Item 1213-205

WELD 055: Electric Arc Welding

Title Change: TO: Manual Electric Arc Welding Processes

Advisory Change: TO: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

Prerequisite Change: TO: WELD 040 (remove WELD 045)

Description Change

Revise content and update text.

Corrections Needed: Include target audience in Course Description.

Under Title V Requirements, revise Entering Skill #1.

It was moved by Pam Boyd; seconded by Marius Dornean.

___X___ Approved      ___ Not Approved      ___ Tabled

Content Review

WELD 055: Electric Arc Welding

Correction Needed: Revise content.

It was moved by Gary Halverson; seconded by Ted Preston.

___X___ Approved      ___ Not Approved      ___ Tabled
Prereq/Coreq/Advisory

**WELD 055: Electric Arc Welding**

It was moved by Jannine Livingston; seconded by Margaret Griffith.

__X__ Approved  ____ Not Approved  ____ Tabled

3) **Course Revision**

**Item 1213-206**  
**WELD 075: Certification Welding**

**Title Change: TO:** Certification Welding I

**Unit Change: TO:** 4 Units

**Hour Change: TO:** 144 Total Hours (36 Lecture/108 Lab)

**Advisory Change: TO:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

**Prerequisite Change: TO:** WELD 050 and WELD 055 (remove WELD 060)

**Description Change**

Revise content and update text.

*Corrections Needed: Include target audience in Course Description. Under Title V Requirements, revise Entering Skill #1.*

It was moved by Pam Boyd; seconded by Marius Dornean.

__X__ Approved  ____ Not Approved  ____ Tabled

**Content Review**

**WELD 075: Certification Welding**

It was moved by Marius Dornean; seconded by Ted Preston.

__X__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**

**WELD 075: Certification Welding**

It was moved by Sharon Bell; seconded by Jay Ribaya.

__X__ Approved  ____ Not Approved  ____ Tabled
4) **Course Revision**  
**Item 1213-207**  
**WELD 080: Certification Welding**  
**Title Change:** TO: Certification Welding II  
**Unit Change:** TO: 3 Units  
**Hour Change:** TO: 54 Total Lecture Hours  
**Advisory Change:** TO: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment (remove WELD 045)  
**Prerequisite Change:** TO: WELD 075 (remove WELD 060 and WELD 065)  
**Description Change**  
Revise content and update text.  

*Correction Needed: Under Title V Requirements, revise Entering Skill #1.*

It was moved by Jay Ribaya; seconded by Marius Dornean.

___X___ Approved  ___ Not Approved  ___ Tabled

**Content Review**  
**WELD 080: Certification Welding**

It was moved by Margaret Griffith; seconded by Ted Preston.

___X___ Approved  ___ Not Approved  ___ Tabled

**Prereq/Coreq/Advisory**  
**WELD 080: Certification Welding**

It was moved by Jay Ribaya; seconded by Sharon Bell.

___X___ Approved  ___ Not Approved  ___ Tabled

5) **Certificate Change**  
**Item 1213-208**  
**Certificate of Achievement –Welding Technology**  
**Unit Change:** TO: 17 Units  
**Course Changes:** TO: Required Courses: WELD 040, WELD 050, WELD 055, WELD 075 and WELD 080 (Remove WELD 045, WELD 060, WELD 070 and TCED 090)  
**Description Change**  

It was moved by Jannine Livingston; seconded by Marius Dornean.

___X___ Approved  ___ Not Approved  ___ Pulled
III. **UNFINISHED BUSINESS:**

IV. **DISCUSSION ITEMS/ATTACHMENTS**

- Fran discussed the need for language regarding course repeatability in course descriptions. She stated that specific language for different courses, depending on the type of course, will need to be developed. A policy is also necessary for student petition to repeat these eligible courses.

- Establishing a policy for assigning prerequisites using content review was also discussed. Fran informed the committee that we need to develop a process using content review here at Rio Hondo since we currently do not have one.

  A small group to discuss repeatability and prerequisite issues as well as develop a policy will be formed. Fran asked for volunteers from the committee. She will send out information and examples from other schools. A draft of the policy will then be sent for approval by Planning & Fiscal Council as well as by Senate. The following committee members have volunteered and Fran will stand on both groups:

<table>
<thead>
<tr>
<th>Repeatability</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ted Preston</td>
<td>Sharon Bell</td>
</tr>
<tr>
<td>Armando Ayala</td>
<td>Jannine Livingston</td>
</tr>
<tr>
<td>Marius Dornean</td>
<td>Jay Ribaya</td>
</tr>
</tbody>
</table>

V. **ADJOURNMENT**

The meeting adjourned at 11:55 a.m.