**Rio Hondo Community College District**

**Curriculum Committee Minutes**

**Wednesday, April 29, 2015, Board Room**

**Voting Members Present:** Armando Ayala; Sharon Bell; Brian Brutlag; Ryan Bronkar; Fran Cummings; Scott Dixon; Margaret Griffith; Gary Halverson; Song Le Graham; Mark Littrell; Jannine Livingston; Judy Sevilla-Marzona; Moises Mata; Juana Mora; Dorali Pichardo; Tracy Rickman; Mike Slavich; Ralph Velazquez

**Voting Members Absent:** Marius Dornean; Patricia Luna; Jim Newman; Sean Burton (ASB Representative)

**Non-Voting Member:** Rose Sanceda

**Guests:** David Dawson; Rebecca Green; Shin Liu; Rick Shield

I. **MOTION:**

Approval of the minutes for the meeting on March 25, 2015

It was moved by Mark Littrell; seconded by Mike Slavich.

__X__ Approved  ____ Not Approved  ____ Tabled

II. **ACTION ITEMS:**

A) **Approval of Consent Agenda:**

It was moved by Jannine Livingston; seconded by Brian Brutlag, and approved by the Committee to approve item 1415-282:

1) **Course Change Item 1415-282**

**VOCB 101: Vocabulary & Etymology**

**Advisory Change:** TO: NONE

**New Prerequisite:** ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment

__X__ Approved  ____ Not Approved  ____ Tabled
B) Second Readings:

It was moved by Mark Littrell; seconded by Brian Brutlag, and approved by the Committee to approve items 1415-275, and 1415-279 through 1415-281 as a group:

1) Course Revision
   Item 1415-275  
   MATH 270: Differential Equations
   Revise content and update text.

2) Course Revision
   Item 1415-279  
   TCED 060: Elementary Metallurgy
   Advisory Change: TO: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment
   Revise content and update text.

3) Course Revision
   Item 1415-280  
   TCED 090: Blueprint Reading for Manufacturing Drawings
   Hour Change: TO: 36 Hours of Lecture
   Advisory Change: TO: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment
   Revise content and update text.

4) Degree Change
   Item 1415-281  
   A.A. Dance
   Required and elective course changes
   __X__ Approved   ____ Not Approved   ____ Tabled

C) First Readings:

1) New Course
   Item 1415-283  
   ANTH 104: Introduction to Language and Culture
   Hours: 54 Total Lecture
   Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate; MGMT 101
   Degree Applicable; 3 Units

   It was moved by Mike Slavich; seconded by Jannine Livingston.

   __X__ Approved   ____ Not Approved   ____ Tabled

   Content Review  
   ANTH 104: Introduction to Language and Culture
It was moved by Mark Littrell; seconded by Mike Slavich.

__X__ Approved    ____ Not Approved    ____ Tabled

Prereq/Coreq/Advisory

**ANTH 104: Introduction to Language and Culture**

It was moved by Mark Littrell; seconded by Jannine Livingston.

__X__ Approved    ____ Not Approved    ____ Tabled

2) **Course Revision**

**Item 1415-284**

**CIT 125: C++ Programming - Introduction**

**Title Change:** TO: Introduction to C++ Programming

**Hour Change:** TO: 90 Total (63 Lecture/27 Lab)

**Advisory Change:** TO: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111

Revise content and update text.

**Corrections Needed:** On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.

It was moved by Mark Littrell; seconded by Brian Brutlag.

__X__ Approved    ____ Not Approved    ____ Tabled

**Content Review**

**CIT 125: C++ Programming - Introduction**

It was moved by Mark Littrell; seconded by Ryan Bronkar.

__X__ Approved    ____ Not Approved    ____ Tabled

Prereq/Coreq/Advisory

**CIT 125: C++ Programming – Introduction**

**Correction Needed:** Revise Entering Skills.

It was moved by Mark Littrell; seconded by Ryan Bronkar.

__X__ Approved    ____ Not Approved    ____ Tabled
3) **Course Revision**

**Item 1415-285**

*CIT 126: C++ Programming - Advanced*

*Title Change: TO:* Advanced C++ Programming

*Hour Change: TO:* 90 Total

(63 Lecture/27 Lab)

*Advisory Change: TO:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111

Revise content and update text.

*Corrections Needed:* On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.

It was moved by Mark Littrell; seconded by Ryan Bronkar.

____ Approved     ____ Not Approved     ____ Tabled

**Content Review**

*CIT 126: C++ Programming - Advanced*

It was moved by Jannine Livingston; seconded by Ryan Bronkar.

____ Approved     ____ Not Approved     ____ Tabled

**Prereq/Coreq/Advisory**

*CIT 126: C++ Programming – Advanced*

*Correction Needed:* Revise Entering Skills.

It was moved by Sharon Bell; seconded by Ryan Bronkar.

____ Approved     ____ Not Approved     ____ Tabled

4) **Course Revision**

**Item 1415-286**

*CIT 135: Introduction to Java Programming*

*Hour Change: TO:* 90 Total

(63 Lecture/27 Lab)

*Advisory Change: TO:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111

Revise content and update text.

*Corrections Needed:* On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.
It was moved by Margaret Griffith; seconded by Ryan Bronkar.

__X__ Approved   ____ Not Approved   ____ Tabled

Content Review

CIT 135: Introduction to Java Programming

It was moved by Ryan Bronkar; seconded by Brian Brutlag.

__X__ Approved   ____ Not Approved   ____ Tabled

Prereq/Coreq/Advisory

CIT 135: Introduction to Java Programming

Correction Needed: Revise Entering Skills.

It was moved by Mike Slavich; seconded by Brian Brutlag.

__X__ Approved   ____ Not Approved   ____ Table

5) Course Revision

Item 1415-287

CIT 136: Advanced Java Programming

Hour Change: TO: 90 Total
(63 Lecture/27 Lab)

Advisory Change: TO: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111

Revise content and update text.

Corrections Needed: On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.

It was moved by Mark Littrell; seconded by Ryan Bronkar.

__X__ Approved   ____ Not Approved   ____ Tabled

Content Review

CIT 136: Advanced Java Programming

It was moved by Mark Littrell; seconded by Ryan Bronkar.

__X__ Approved   ____ Not Approved   ____ Tabled

Prereq/Coreq/Advisory

CIT 136: Advanced Java Programming

Correction Needed: Revise Entering Skills.
6) Course Change
Item 1415-288 LIT 110/LIT 110H: Postcolonial Literature/Honors
Delete from Curriculum

It was moved by Mark Littrell; seconded by Margaret Griffith.

__X__ Approved   ____ Not Approved   ____ Tabled

7) New Course
Item 1415-289 MGMT 125: Managerial Computer Skills
Hours: 54 Total Lecture
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate; MGMT 101
Degree Applicable; 3 Units

It was moved by Mark Littrell; seconded by Mike Slavich.

__X__ Approved   ____ Not Approved   ____ Tabled

Content Review MGMT 125: Managerial Computer Skills

Correction Needed: Include Lab Content and Hours.

It was moved by Mike Slavich; seconded by Margaret Griffith.

__X__ Approved   ____ Not Approved   ____ Tabled

Prereq/Coreq/Advisory MGMT 125: Managerial Computer Skills

Correction Needed: Revise Entering Skills.

It was moved by Mike Slavich; seconded by Mark Littrell.

__X__ Approved   ____ Not Approved   ____ Tabled

8) Request to Offer a Course via Distance Education (Online/Hybrid)
Item 1415-290 MGMT 108: Business Writing

Correction Needed: Revise Class Size.
It was moved by Mark Littrell; seconded by Tracy Rickman.

____ Approved    ____ Not Approved    ____ Tabled

9) Request to Offer a Course via Distance Education (Online/Hybrid)
Item 1415-291  MGMT 125: Managerial Computer Skills

Correction Needed: Revise Class Size.

It was moved by Mike Slavich; seconded by Mark Littrell.

____ Approved    ____ Not Approved    ____ Tabled

10) Request to Offer a Course via Distance Education (Online/Hybrid)
Item 1415-292  MGMT 208: Business Communications

Correction Needed: Revise Class Size.

It was moved by Mark Littrell; seconded by Brian Brutlag.

____ Approved    ____ Not Approved    ____ Tabled

11) Degree Change
Item 1415-293  A.S. Degree – Animation
Designation Change:
FROM: A.S. Degree  TO: A.A. Degree
Unit Change: TO: 25-26 Units

Course Changes

It was moved by Margaret Griffith; seconded by Brian Brutlag.

____ Approved    ____ Not Approved    ____ Tabled

12) New Transfer Degree
Item 1314-294  A.A. Degree in Economics for Transfer (18 Units)

Corrections Needed: Revise wording for Elective courses. Revise units for CSU GE/IGETC Pattern.

It was moved by Brian Brutlag; seconded by Mark Littrell.

____ Approved    ____ Not Approved    ____ Tabled
III. **UNFINISHED BUSINESS**

(1º Reading 3/4/15)

1) **Course Revision**

   **Item 1415-266**  
   CIT 115: Introduction to Visual Basic Programming  
   **Advisory Change:** TO: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111  
   Revise content and update text.

   ___ Approved  ___ Not Approved  ___ X__ Tabled

(1º Reading 3/25/15)

1) **Request to Offer a Course via Distance Education**  
   **Item 1415-272**  
   LOG 101: Supply Chain Management  
   **Correction Needed:** Revise Class Size.

   It was moved by Brian Brutlag; seconded by Jannine Livingston.

   ___ X__ Approved  ___ Not Approved  ___ ____ Tabled

2) **Request to Offer a Course via Distance Education (Online)**  
   **Item 1415-273**  
   MGMT 105: Elements of Supervision  
   **Correction Needed:** Revise Class Size.

   It was moved by Mark Littrell; seconded by Brian Brutlag.

   ___ X__ Approved  ___ Not Approved  ___ ____ Tabled

3) **Request to Offer a Course via Distance Education (Online)**  
   **Item 1415-274**  
   MGMT 130: Small Business Management-Entrepreneurship  
   **Correction Needed:** Revise Class Size.

   It was moved by Mark Littrell; seconded by Mike Slavich.

   ___ X__ Approved  ___ Not Approved  ___ ____ Tabled
4) **Course Revision**
   **Item 1415-276**  
   **MRKT 171: Consumer Behavior**  
   Revise content and update text.

   It was moved by Brian Brutlag; seconded by Tracy Rickman.

   __X__ Approved  ___ Not Approved  ____ Tabled

   **Content Review**  
   **MRKT 171: Consumer Behavior**

   It was moved by Mark Littrell; seconded by Ryan Bronkar.

   __X__ Approved  ___ Not Approved  ____ Tabled

   **Prereq/Coreq/Advisory**  
   **MRKT 171: Consumer Behavior**

   It was moved by Brian Brutlag; seconded by Mark Littrell.

   __X__ Approved  ___ Not Approved  ____ Tabled

5) **Course Revision**
   **Item 1415-277**  
   **MRKT 172: Advertising and Promotion**  
   Revise content and update text.

   It was moved by Mark Littrell; seconded by Ryan Bronkar.

   __X__ Approved  ___ Not Approved  ____ Tabled

   **Content Review**  
   **MRKT 172: Advertising and Promotion**

   It was moved by Mark Littrell; seconded by Tracy Rickman.

   __X__ Approved  ___ Not Approved  ____ Tabled

   **Prereq/Coreq/Advisory**  
   **MRKT 172: Advertising and Promotion**

   It was moved by Mark Littrell; seconded by Brian Brutlag.

   __X__ Approved  ___ Not Approved  ____ Tabled

6) **Course Revision**
   **Item 1415-278**  
   **MRKT 174: Small Business Marketing and Advertising**  
   Revise content and update text.
It was moved by Brian Brutlag; seconded by Mike Slavich.

_X_ Approved    ____ Not Approved    ____ Tabled

**Content Review**

**MRKT 174: Small Business Marketing and Advertising**

It was moved by Mark Littrell; seconded by Brian Brutlag.

_X_ Approved    ____ Not Approved    ____ Tabled

**Prereq/Coreq/Advisory**

**MRKT 174: Small Business Marketing and Advertising**

It was moved by Brian Brutlag; seconded by Mark Littrell.

_X_ Approved    ____ Not Approved    ____ Tabled

**IV. DISCUSSION ITEMS/ATTACHMENTS**

Fran made the following recommendation: that the Committee consider course revisions for Distance Education delivery in order to make sure these courses are being taught as approved. She will discuss this issue with the deans and if approved by all, she will take this recommendation to Senate.

**V. ADJOURNMENT**

The meeting adjourned at 12:05p.m.