Rio Hondo Community College District

Curriculum Committee

Minutes

Wednesday, April 24, 2013 Board Room

Voting Members Present: Armando Ayala; Sharon Bell; Gail Biesemeyer; Fran Cummings; Scott Dixon; Marius Dornean; Alonso Garcia; Song Le Graham; Margaret Griffith; Kats Gustafson; Gary Halverson; Dianne Holcomb; Jannine Livingston; Judy Sevilla-Marzona; Moises Mata; Ted Preston; Jay Ribaya; Mike Slavich

Voting Members Absent: Dave Balch; Jeannie Liu; Tracy Rickman

Non-Voting Member: Rose Sanceda

Guests: Alyson Cartagena; Marie Eckstrom; Steve Hebert

I. MOTION:

Approval of the minutes for the meeting on April 10, 2013

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

____ Approved __ Not Approved ____ Tabled

II. ACTION ITEMS:

A) Approval of Consent Agenda: No Items

B) Second Readings:

It was moved by Mike Slavich; seconded by Marius Dornean, and approved by the Committee to approve items 1213-209 through 1213-216 as a group:

1) Course Revision
   Item 1213-209   BIOL 125: Human Anatomy
   Revise content and update text.

2) Course Revision
   Item 1213-210   BIOL 226: Human Physiology
   Revise content and update text.

3) Course Revision
   Item 1213-211   FTEC 103: Fire Behavior and Combustion
   Revise content and update text.
4) **Course Revision**  
**Item 1213-212**  
FTEC 104: Fire Prevention Technology  
Revise content and update text.

5) **Course Revision**  
**Item 1213-213**  
FTEC 105: Building Construction for Fire Protection  
Revise content and update text.

6) **Course Revision**  
**Item 1213-214**  
FTEC 106: Fire Protection Equipment and Systems  
Revise content and update text.

7) **New Course**  
**Item 1213-215**  
MUS 252: Advanced Guitar II  
**Prerequisite:** MUS 251  
**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
Degree Applicable; 2 Units

8) **Course Revision**  
**Item 1213-216**  
PE 147: Off Season Conditioning for Intercollegiate Sports  
**TOP Code Change:** TO: 083550  
Revise content and update text.  

___X___ Approved  ___ Not Approved  ___ Tabled

C) **First Readings:**

1) **Course Revision**  
**Item 1213-217**  
BIOL 101: General Biology  
Revise content and update text.

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

___X___ Approved  ___ Not Approved  ___ Tabled

**Content Review**  
**BIOL 101: General Biology**

It was moved by Mike Slavich; seconded by Sharon Bell.  

___X___ Approved  ___ Not Approved  ___ Tabled
Prereq/Coreq/Advisory
BIOL 101: General Biology

Correction Needed: Add MATH 050D and MATH 053 to MATH Advisory.

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

___X___ Approved    ___ Not Approved    ___ Tabled

2) Course Revision
Item 1213-218  BIOL 111: Marine Biology
Revise content and update text.

Correction Needed: Insert Total Hours of Lecture.

It was moved by Mike Slavich; seconded by Gail Biesemeyer.

___X___ Approved    ___ Not Approved    ___ Tabled

Content Review
BIOL 111: Marine Biology

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

___X___ Approved    ___ Not Approved    ___ Tabled

Prereq/Coreq/Advisory
BIOL 111: Marine Biology

Correction Needed: Add MATH 050D and MATH 053 to MATH Advisory.

It was moved by Jay Ribaya; seconded by Gail Biesemeyer.

___X___ Approved    ___ Not Approved    ___ Tabled

3) Course Revision
Item 1213-219  BIOL 120: Environmental Biology
Revise content and update text.

Correction Needed: Revise Entering Skill #1.

It was moved by Mike Slavich; seconded by Ted Preston.

___X___ Approved    ___ Not Approved    ___ Tabled
Content Review  
BIOL 120: Environmental Biology  
It was moved by Mike Slavich; seconded by Margaret Griffith.

__X__ Approved  ____ Not Approved  ____ Tabled

Prereq/Coreq/Advisory  
BIOL 120: Environmental Biology  

Corrections Needed: Add MATH 050D and MATH 053 to MATH Advisory; Possible change to ENGL Advisory.

It was moved by Mike Slavich; seconded by Jay Ribaya.

__X__ Approved  ____ Not Approved  ____ Tabled

4)  
New Course  
Item 1213-220  
DANC 162: Dance Production  
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; DANC 151; DANC 159; DANC 251  
Degree Applicable; 3 Units  

Corrections Needed: SAM Code change to “D”. On Academic Level page #1, insert “NO”; #2 remove AA in Dance; #3 insert AA in Dance. Revise Course Objectives C, D and E as well as Methods of Evaluation B, C and D. Include additional Methods of Instruction.

It was moved by Armando Ayala; seconded by Mike Slavich.

__X__ Approved  ____ Not Approved  ____ Tabled

Content Review  
DANC 162: Dance Production  
It was moved by Mike Slavich; seconded by Ted Preston.

__X__ Approved  ____ Not Approved  ____ Tabled

Prereq/Coreq/Advisory  
DANC 162: Dance Production  
It was moved by Mike Slavich; seconded by Ted Preston.

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

**Item 1213-221**

PE 170: Women’s Intercollegiate Basketball Team

**Unit Change:** TO: 1-2 Units

**Hour Change:** TO: 54–108 Total Lab Hours

**Description Change**

*Corrections Needed: Revise to 1 Unit and 54 Total Lab Hours. On Academic Level page #1 insert “NO”; Possible revision of Course Objectives.*

It was moved by Mike Slavich; seconded by Ted Preston.

__X__ Approved  ____ Not Approved  ____ Tabled

**Content Review**

PE 170: Women’s Intercollegiate Basketball Team

It was moved by Mike Slavich; seconded by Ted Preston.

__X__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**

PE 170: Women’s Intercollegiate Basketball Team

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

__X__ Approved  ____ Not Approved  ____ Tabled

6) **Course Revision**

**Item 1213-222**

PE 171: Women’s Intercollegiate Tennis Team

**TOP Code Change:** TO: 083550

**HOUR Change:** TO: 108 Total Lab Hours

**Description Change**

*Corrections Needed: No change to TOP Code; On Academic Level page #3 insert “NO”; Possible revision of Course Objectives.*

It was moved by Armando Ayala; seconded by Mike Slavich.

__X__ Approved  ____ Not Approved  ____ Tabled

**Content Review**

PE 171: Women’s Intercollegiate Tennis Team

It was moved by Mike Slavich; seconded by Jay Ribaya.

__X__ Approved  ____ Not Approved  ____ Tabled
Prereq/Coreq/Advisory

PE 171: Women’s Intercollegiate Tennis Team

It was moved by Mike Slavich; seconded by Ted Preston.

__X__ Approved     ____ Not Approved     ____ Tabled

7) Course Revision
Item 1213-223

PE 175: Women’s Intercollegiate Cross Country Team

TOP Code Change: TO: 083550
HOUR Change: TO: 108 Total Lab Hours
Description Change

Corrections Needed: On Academic Level page #3 insert “NO”; Possible revision of Course Objectives.

It was moved by Mike Slavich; seconded by Jay Ribaya.

__X__ Approved     ____ Not Approved     ____ Tabled

Content Review

PE 175: Women’s Intercollegiate Cross Country Team

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

__X__ Approved     ____ Not Approved     ____ Tabled

Prereq/Coreq/Advisory

PE 175: Women’s Intercollegiate Cross Country Team

It was moved by Armando Ayala; seconded by Mike Slavich.

__X__ Approved     ____ Not Approved     ____ Tabled

8) Course Revision
Item 1213-224

PE 176: Women’s Intercollegiate Soccer Team

TOP Code Change: TO: 083550
HOUR Change: TO: 108 Total Lab Hours
Description Change

Corrections Needed: No change to TOP Code; Revise Hours; Possible revision of Course Objectives.

It was moved by Ted Preston; seconded by Jay Ribaya.

__X__ Approved     ____ Not Approved     ____ Tabled
Content Review

PE 176: Women’s Intercollegiate Soccer Team

It was moved by Jay Ribaya; seconded by Judy Sevilla-Marzona.

__X__ Approved   ____ Not Approved   ____ Tabled

Prereq/Coreq/Advisory

PE 176: Women’s Intercollegiate Soccer Team

It was moved by Mike Slavich; seconded by Ted Preston.

__X__ Approved   ____ Not Approved   ____ Tabled

9) Course Revision

Item 1213-225 PE 181: Men’s Intercollegiate Basketball Team

Unit Change: TO: 1-2 Units
HOUR Change: TO: 54–108 Total Lab Hours
Description Change

Corrections Needed: Revise to 1 Unit and 54 Total Lab Hours. On Academic Level page #1 and #2 insert “NO”; Possible revision of Course Objectives.

It was moved by Mike Slavich; seconded by Sharon Bell.

__X__ Approved   ____ Not Approved   ____ Tabled

Content Review

PE 181: Men’s Intercollegiate Basketball Team

It was moved by Jay Ribaya; seconded by Gail Biesemeyer.

__X__ Approved   ____ Not Approved   ____ Tabled

Prereq/Coreq/Advisory

PE 181: Men’s Intercollegiate Basketball Team

It was moved by Mike Slavich; seconded by Jay Ribaya.

__X__ Approved   ____ Not Approved   ____ Tabled

10) Course Revision

Item 1213-226 PE 185: Men’s Intercollegiate Swim Team

TOP Code Change: TO: 083550
HOUR Change: TO: 108 Total Lab Hours
Description Change

Corrections Needed: No change to TOP Code. On Academic Level page #3 insert “NO”; Possible revision of Course Objectives.
It was moved by Sharon Bell; seconded by Marius Dornean.

X Approved  Not Approved  Tabled

Content Review  PE 185: Men’s Intercollegiate Swim Team

It was moved by Jay Ribaya; seconded by Gail Biesemeyer.

X Approved  Not Approved  Tabled

Prereq/Coreq/Advisory  PE 185: Men’s Intercollegiate Swim Team

It was moved by Mike Slavich; seconded by Gail Biesemeyer.

X Approved  Not Approved  Tabled

11) Course Revision Item 1213-227 PE 188: Men’s and Women’s Intercollegiate Water Polo Team

TOP Code Change: TO: 083550
HOUR Change: TO: 108 Total Lab Hours
Description Change

Corrections Needed: No change to TOP Code. On Academic Level page #1 insert “NO”; Possible revision of Course Objectives.

It was moved by Armando Ayala; seconded by Mike Slavich.

X Approved  Not Approved  Tabled

Content Review  PE 188: Men’s and Women’s Intercollegiate Water Polo Team

It was moved by Ted Preston; seconded by Jay Ribaya.

X Approved  Not Approved  Tabled

Prereq/Coreq/Advisory  PE 188: Men’s and Women’s Intercollegiate Water Polo Team

It was moved by Mike Slavich; seconded by Ted Preston.

X Approved  Not Approved  Tabled
12) **Course Revision**  
**Item 1213-228**  
PE 189: Men’s Intercollegiate Wrestling Team  
TOP Code Change: TO: 083550  
HOUR Change: TO: 108 Total Lab Hours  
Description Change

**Corrections Needed:** **No change to TOP Code. On Academic Level page #1 insert “NO”; Possible revision of Course Objectives.**

It was moved by Mike Slavich; seconded by Sharon Bell.  
__X__ Approved  ____ Not Approved  ____ Tabled

**Content Review**  
PE 189: Men’s Intercollegiate Wrestling Team

It was moved by Margaret Griffith; seconded by Sharon Bell.  
__X__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**  
PE 189: Men’s Intercollegiate Wrestling Team

**Correction Needed:** Revise ENGL Advisory.

It was moved by Mike Slavich; seconded by Jay Ribaya.  
__X__ Approved  ____ Not Approved  ____ Tabled

13) **Course Revision**  
**Item 1213-229**  
PE 190: Men’s Intercollegiate Soccer Team  
TOP Code Change: TO: 083550  
HOUR Change: TO: 108 Total Lab Hours  
Description Change

**Corrections Needed:** **No change to TOP Code. On Academic Level page #3 insert “NO”; Possible revision of Course Objectives.**

It was moved by Jay Ribaya; seconded by Gail Biesemeyer.  
__X__ Approved  ____ Not Approved  ____ Tabled

**Content Review**  
PE 190: Men’s Intercollegiate Soccer Team

It was moved by Armando Ayala; seconded by Ted Preston.  
__X__ Approved  ____ Not Approved  ____ Tabled
Prereq/Coreq/Advisory

PE 190: Men’s Intercollegiate Soccer Team

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

__X__ Approved   ____ Not Approved   ____ Tabled

14) Request to Offer a Course via Distance Education (HYBRID)
Item 1213-230  DANC 162: Dance Production

It was moved by Armando Ayala; seconded by Ted Preston.

__X__ Approved   ____ Not Approved   ____ Tabled

15) Request to Offer a Course via Distance Education (ONLINE)
Item 1213-231  DANC 179: Dance History

Correction Needed: Revise #2A language.

It was moved by Ted Preston; seconded by Jay Ribaya.

__X__ Approved   ____ Not Approved   ____ Tabled

16) Request to Offer a Course via Distance Education (ONLINE)
Item 1213-232  DANC 199: Dance Appreciation

Correction Needed: Revise #2A language.

It was moved by Mike Slavich; seconded by Jay Ribaya.

__X__ Approved   ____ Not Approved   ____ Tabled

17) New Degree
Item 1213-233  A.A. Degree in English for Transfer
(18.5-19.5 Units)

Correction Needed: Revise formatting of Program Requirements.

It was moved by Ted Preston; seconded by Sharon Bell.

__X__ Approved   ____ Not Approved   ____ Tabled

III. UNFINISHED BUSINESS:

IV. DISCUSSION ITEMS/ATTACHMENTS

V. ADJOURNMENT

The meeting adjourned at 12:18.
Rio Hondo Community College District

Curriculum Committee

Minutes

Wednesday, October 3, 2012 Board Room

Voting Members Present: Armando Ayala; Sharon Bell; Brian Brutlag; Fran Cummings; Scott Dixon; Hank Fung; Alonso Garcia; Kats Gustafson; Gary Halverson; Jeannie Liu; Jannine Livingston; Moises Mata; Dorali Pichardo; Jay Ribaya; Mike Slavich; Tracy Rickman

Voting Members Absent: David Balch; Pam Boyd; Mike Dighera; Song Le Graham; Margaret Griffith; Judy Sevilla-Marzona

Non-Voting Member Present: Rose Sanceda

I. MOTION:

Approval of the minutes for the meetings on September 2 and 12, 2012, and the electronic meeting on September 12, 2012

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

__X__ Approved  ____ Not Approved  ____ Tabled

II. ACTION ITEMS:

A) Approval of Consent Agenda: No Items

B) Second Readings: No Items

C) First Readings:

1) Course Revision
   Item 1213-56  ART 131: Freehand Drawing II
   Description Change
   Revise content and update text.

   Correction Needed: On Academic Level page (#3), remove “X” from categories 7A, 7B and C.

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

   __X__ Approved  ____ Not Approved  ____ Tabled
Content Review  
**ART 131: Freehand Drawing II**

It was moved by Jay Ribaya; seconded by Jannine Livingston.

____X__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**  
**ART 131: Freehand Drawing II**

It was moved by Brian Brutlag; seconded by Jay Ribaya.

____X__ Approved  ____ Not Approved  ____ Tabled

**2) Course Revision Item 1213-57**  
**FTEC 045: Firefighter Entrance Examination Techniques**

*Description Change*

**Correction Needed:** *On Academic Level page (#1 and #2), mark “Yes”.

It was moved by Tracy Rickman; seconded by Jay Ribaya.

____X__ Approved  ____ Not Approved  ____ Tabled

Content Review  
**FTEC 045: Firefighter Entrance Examination Techniques**

It was moved by Tracy Rickman; seconded by Jay Ribaya.

____X__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**  
**FTEC 045: Firefighter Entrance Examination Techniques**

It was moved by Mike Slavich; seconded by Tracy Rickman.

____X__ Approved  ____ Not Approved  ____ Tabled

**3) Course Revision Item 1213-58**  
**FTEC 101: Firefighter Protection Organization**

Revise content and update text.

It was moved by Tracy Rickman; seconded by Mike Slavich.

____X__ Approved  ____ Not Approved  ____ Tabled
Content Review

**FTEC 101: Firefighter Protection Organization**

It was moved by Mike Slavich; seconded by Tracy Rickman.

__x__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**

**FTEC 101: Firefighter Protection Organization**

It was moved by Mike Slavich; seconded by Tracy Rickman.

__x__ Approved  ____ Not Approved  ____ Tabled

4) **Course Revision**

**Item 1213-59**

**FTEC 121: Emergency Response**

Revise content and update text.

It was moved by Tracy Rickman; seconded by Mike Slavich.

__x__ Approved  ____ Not Approved  ____ Tabled

Content Review

**FTEC 121: Emergency Response**

It was moved by Jannine Livingston; seconded by Tracy Rickman.

__x__ Approved  ____ Not Approved  ____ Tabled

**Prereq/Coreq/Advisory**

**FTEC 121: Emergency Response**

It was moved by Tracy Rickman; seconded by Mike Slavich.

__x__ Approved  ____ Not Approved  ____ Tabled

5) **Request to Offer a Course via Distance Education (Hybrid)**

**Item 1213-60**

**FTEC 121: Emergency Response**

It was moved by Tracy Rickman; seconded by Mike Slavich.

__x__ Approved  ____ Not Approved  ____ Tabled

6) **Certificate Change**

**Item 1213-61**

**Income Tax Preparer – Certificate of Skills Proficiency**

**Unit Change:** FROM: 5.5 Units  
TO:  6 Units

(ACCT 097 has increased by .5 units)
It was moved by Jannine Livingston; seconded by Sharon Bell.

___X___ Approved   ____ Not Approved   ____ Tabled

III. UNFINISHED BUSINESS:

IV. DISCUSSION ITEMS/ATTACHMENTS

- Fran informed the committee that both she and Song will be giving a workshop for those faculty interested in developing AA/AS-T degrees. It will be held on Thursday, October 25, 2012 from 1-2:30 p.m. in Room T103. This will be a working meeting so computers will be available. Faculty will be informed about the process and will also be guided through the steps needed to complete a local proposal, the TMC and the state proposal. The workshop is currently targeting Art History, Business, History, Administration of Justice and Child Development. However, TMC’s are also available for Journalism, Studio Art, Theatre Art, English and Music. Flex credit can be granted for the learning process.

- Fran stated that the committee needs to develop criteria for an AP procedure for establishing prerequisites. She gave some examples from two other colleges and stated that Michelle Pilati will be coming soon to discuss this with our committee.

V. ADJOURNMENT

The meeting adjourned at 11:47 a.m.