

# **Rio Hondo Community College District**

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## **Curriculum Committee**

### **Minutes**

**Wednesday, November 7, 2007, Board Room**

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**Members Present:** Voiza Arnold, Gail Biesemeyer, Fran Cummings (Chair), Steve Hebert, Julie Huang, Edward Ibarra, Jan Laturno, Cynthia Lewis, Charlie McFarlin, Firouz Mosharraf, Jim Newman, Michelle Pilati, Judy Sevilla-Marzona, Kevin Smith, Irma Valdivia

**Members Absent:** Loretta Canett-Bailes, Ron Christie, Karleen Curlee, Antonio Flores, Jennifer Lee (Student Representative), Jannine Livingston, Katie Louie, Tracy Rickman, Mike Slavich

**Guests:** Jennette Noriega

**I. MOTION:**

**Approval of the minutes for the last meeting on October 24, 2007.**

It was moved by Jim Newman; seconded by Kevin Smith.

Approved       Not Approved       Tabled

**II. ACTION ITEMS:**

**A. Approval of Consent Agenda: No Items**

**B. Second Readings:**

It was moved by Jim Newman; seconded by Steve Hebert, and approved by the Committee to approve items **0708-127** through **0708-159** as a group:

**1) New Course**

**Item 0708-127**

**ART 290: Cooperative Work Experience/Internship for Visual Arts Related Fields**

**Corequisite:** Enrollment in 7 or more units, including work experience/internship during the semester in which the work experience/internship is provided.

**Advisory:** READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment Degree Applicable; (1-4 Units)

- 2) **New Course**  
**Item 0708-130** **CIVIL 290: Cooperative Work Experience/Internship for Civil Related Fields**  
**Corequisite:** Enrollment in 7 or more units, including work experience/internship during the semester in which the work experience/internship is provided.  
**Advisory:** READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
Degree Applicable; (1-4 Units)
- 3) **Course Revision**  
**Item 0708-133** **CORR 43.503: Advanced Tactical Communications**  
**Prerequisite Change:** To: PAC 040 or equivalent (remove “completion of”)  
**Description Change**  
Revise content and update text
- 4) **Course Revision**  
**Item 0708-136** **CORR 208: Leadership in Corrections**  
**Advisory Change:** To: READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
**Description Change**  
Revise content and update text
- 5) **Course Revision**  
**Item 0708-139** **CORR 209: Case Load Management**  
**Advisory Change:** To: READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
**Description Change**  
Revise content and update text
- 6) **Course Revision**  
**Item 0708-142** **CORR 210: Supervision in Public Safety**  
**Advisory Change:** To: READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
**Description Change**  
Revise content and update text
- 7) **Course Revision**  
**Item 0708-145** **CORR 235: Conflict Resolution**  
**Advisory Change:** Add: “and READ 023 or appropriate assessment”  
**Description Change**  
Revise content and update text

- 8) **New Course**  
**Item 0708-148**      **CORR 290: Public Safety Communications**  
**Advisory Change:** To: AJ 101, ENGL 035 or ESL 198 or appropriate assessment, and READ 023 or appropriate assessment  
**Description Change**  
Revise content and update text
- 9) **New Course**  
**Item 0708-151**      **MUSIC 290: Cooperative Work**  
**Experience/Internship for Music Related Fields**  
**Corequisite:** Enrollment in 7 or more units, including work experience/internship during the semester in which the work experience/internship is provided.  
**Advisory:** READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
Degree Applicable; (1-4 Units)
- 10) **New Course**  
**Item 0708-154**      **THEAT 290: Cooperative Work**  
**Experience/Internship for Theatre Arts Related Fields**  
**Corequisite:** Enrollment in 7 or more units, including work experience/internship during the semester in which the work experience/internship is provided.  
**Advisory:** READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
Degree Applicable; (1-4 Units)
- 11) **New Course**  
**Item 0708-157**      **TV 290: Cooperative Work Experience/Internship for Television Production Related Fields**  
**Corequisite:** Enrollment in 7 or more units, including work experience/internship during the semester in which the work experience/internship is provided.  
**Advisory:** READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment  
Degree Applicable; (1-4 Units)

**C. First Readings:**

- 1a) **New Course**  
**Item 0708-158**      **CIT 180: PC Maintenance-Hardware**  
**Advisory:** READ 023 or appropriate assessment  
**Prerequisite:** CIT 101  
Degree Applicable; (3 Units)

It was moved by Charlie McFarlin; seconded by Michelle Pilati.

Approved       Not Approved       Tabled

- 1b) **Content Review**  
**Item 0708-159**      **CIT 180: PC Maintenance-Hardware**

***Correction Needed: Add “Advisory” to reading preparation.***

It was moved by Michelle Pilati; seconded by Voiza Arnold.

Approved       Not Approved       Tabled

- 1c) **Prereq/Coreq/Advisory**  
**Item 0708-160**      **CIT 180: PC Maintenance-Hardware**

It was moved by Jim Newman; seconded by Gail Biesemeyer.

Approved       Not Approved       Tabled

- 2a) **New Course**  
**Item 0708-161**      **CIT 185: PC Maintenance-Software**  
**Advisory:** READ 023 or appropriate assessment  
**Prerequisite:** CIT 101  
Degree Applicable; (3 Units)

It was moved by Kevin Smith; seconded by Charlie McFarlin.

Approved       Not Approved       Tabled

- 2b) **Content Review**  
**Item 0708-162**      **CIT 185: PC Maintenance-Software**

***Correction Needed: Add “Advisory” to reading preparation.***

It was moved by Charlie McFarlin; seconded by Kevin Smith.

Approved       Not Approved       Tabled

- 2c) **Prereq/Coreq/Advisory**  
**Item 0708-163**      **CIT 185: PC Maintenance-Software**

It was moved by Michelle Pilati; seconded by Voiza Arnold.

Approved       Not Approved       Tabled

- 3a) **New Course**  
**Item 0708-164**      **CIT 190: Introduction to Information Security**  
**Advisory:** READ 023 or appropriate assessment  
**Prerequisite:** CIT 101  
Degree Applicable; (3 Units)

It was moved by Michelle Pilati; seconded by Charlie McFarlin.

Approved       Not Approved       Tabled

- 3b) **Content Review**  
**Item 0708-165**     **CIT 190: Introduction to Information Security**  
***Correction Needed: Add “Advisory” to reading preparation.***

It was moved by Steve Hebert; seconded by Jim Newman.

- Approved      Not Approved      Tabled  
3c) **Prereq/Coreq/Advisory**  
**Item 0708-166**     **CIT 190: Introduction to Information Security**

It was moved by Michelle Pilati; seconded by Jan La Turno.

Approved      Not Approved      Tabled

- 4a) **Course Revision**  
**Item 0708-167**     **CORR 264: Inmate Discipline in Corrections**  
**Advisory Change:** To: READ 023 or appropriate assessment, ENGL 035 or ESL 198 or appropriate assessment, and AJ 101  
**Description Change**  
Revise content and update text

It was moved by Charlie McFarlin; seconded by Steve Hebert.

Approved      Not Approved      Tabled

- 4b) **Content Review**  
**Item 0708-168**     **CORR 264: Inmate Discipline in Corrections**

It was moved by Edward Ibarra; seconded by Steve Hebert.

Approved      Not Approved      Tabled

- 4c) **Prereq/Coreq/Advisory**  
**Item 0708-169**     **CORR 264: Inmate Discipline in Corrections**

It was moved by Gail Biesemeyer; seconded by Jim Newman.

Approved      Not Approved      Tabled

- 5a) **Course Revision**  
**Item 0708-170**     **CORR 265: Supervision of Sex Offenders**  
**Advisory Change:** To: READ 023 or appropriate assessment, ENGL 035 or ESL 198 or appropriate assessment, and AJ 101  
**Description Change**  
Revise content and update text

It was moved by Firouz Mosharraf; seconded by Steve Hebert.

Approved       Not Approved       Tabled

**5b) Content Review**  
**Item 0708-171      CORR 265: Supervision of Sex Offenders**

It was moved by Jim Newman; seconded by Firouz Mosharraf.

Approved       Not Approved       Tabled

**5c) Prereq/Coreq/Advisory**  
**Item 0708-172      CORR 265: Supervision of Sex Offenders**

It was moved by Charlie McFarlin; seconded by Steve Hebert.

Approved       Not Approved       Tabled

**6a) New Course**  
**Item 0708-173      LOG 130: Computerized Logistics**  
**Advisories:** Math 050 or appropriate assessment,  
ENGL 035 or ESL 198 or appropriate assessment,  
READ 023 or appropriate assessment, CIT 042,  
LOG 101  
Degree Applicable; (3 Units)

***Correction needed: Possible change in Math requirement***

It was moved by Michelle Pilati; seconded by Jan La Turno.

Approved       Not Approved       Tabled

**6b) Content Review**  
**Item 0708-174      LOG 130: Computerized Logistics**

It was moved by Michelle Pilati; seconded by Julie Huang.

Approved       Not Approved       Tabled

**6c) Prereq/Coreq/Advisory**  
**Item 0708-175      LOG 130: Computerized Logistics**

It was moved by Michelle Pilati; seconded by Jan La Turno.

Approved       Not Approved       Tabled

- 7a) **New Course**  
**Item 0708-176**      **LOG 135: Quality Management Concepts**  
**Advisories:** Math 050 or appropriate assessment,  
ENGL 035 or ESL 198 or appropriate assessment,  
READ 023 or appropriate assessment, CIT 042,  
LOG 101  
Degree Applicable; (3 Units)

***Correction needed: Possible change in Math requirement***

It was moved by Michelle Pilati; seconded by Kevin Smith.

Approved       Not Approved       Tabled

- 7b) **Content Review**  
**Item 0708-177**      **LOG 135: Quality Management Concepts**

***Correction needed: Insert additional Entering Skills.***

It was moved by Jan La Turno; seconded by Michelle Pilati.

Approved       Not Approved       Tabled

- 7c) **Prereq/Coreq/Advisory**  
**Item 0708-178**      **LOG 135: Quality Management Concepts**

***Correction needed: Insert LOG 101 under Advisories.***

It was moved by Jan La Turno; seconded by Kevin Smith.

Approved       Not Approved       Tabled

- 8a) **New Course**  
**Item 0708-179**      **MGMT 155: Principles of Leadership**  
**Advisories:** ENGL 035 or ESL 198 or appropriate  
Assessment and READ 023 or appropriate assessment  
Degree Applicable; (3 Units)

***Correction needed: Fix typo in course description.***

It was moved by Michelle Pilati; seconded by Jan La Turno.

Approved       Not Approved       Tabled

- 8b) **Content Review**  
**Item 0708-180**      **MGMT 155: Principles of Leadership**

It was moved by Jan La Turno; seconded by Michelle Pilati.

Approved       Not Approved       Tabled

**8c) Prereq/Coreq/Advisory**  
**Item 0708-181 MGMT 155: Principles of Leadership**

It was moved by Jan La Turno; seconded by Charlie McFarlin.

Approved       Not Approved       Tabled

**III. UNFINISHED BUSINESS**

**IV. DISCUSSION ITEMS/ATTACHMENTS**

The committee proposed an amendment to the bylaws. There was discussion regarding the removal of two administrative representative positions in the areas of Counseling, Matriculation & Outreach and Educational Program Development since these representatives do not participate in any meetings. It was also suggested that an admissions and records evaluator and a representative from the non-credit area be added to the committee. A vote to amend the bylaws will be taken when 2/3 vote of membership is present.

Assigning courses to discipline was discussed and handouts were distributed to all members of the committee. A list will be generated to each division for review and brought through for curriculum approval.

**V. ADJOURNMENT**

The meeting adjourned at 12:20 p.m.