

Rio Hondo Community College District

Curriculum Committee

Minutes

Wednesday, December 12, 2007, Board Room

Members Present: Voiza Arnold, Gail Biesemeyer, Ron Christie, Fran Cummings (Chair), Steve Hebert, Edward Ibarra, Katie Louie, Charlie McFarlin, Judy Sevilla-Marzona, Firouz Mosharraf, Michelle Pilati, Kevin Smith, Irma Valdivia

Members Absent: Loretta Canett-Bailes, Antonio Flores, Julie Huang, Karleen Curlee, Jan LaTurno, Jennifer Lee (Student Representative), Cynthia Lewis, Jannine Livingston, Jim Newman, Mike Slavich, Tracy Rickman,

Guests: Jennifer Paris

I. MOTION:

Approval of the minutes for the last meeting on December 5, 2007.

It was moved by Kevin Smith; seconded by Steve Hebert.

Approved Not Approved Tabled

II. ACTION ITEMS:

A. Approval of Consent Agenda: No Items

B. Second Readings: No Items

C. First Readings: No Items

III. UNFINISHED BUSINESS

1st Reading 12/5/07:

**1a) Course Revision
Item 0708-341**

CD 103: Introduction to Parenting Skills

Title Change: To: Parenting

10 Description Change

Revise content and update text

***Corrections needed: Clarify new course description;
Revise year of textbook under Texts/Instructional Materials.***

It was moved by Voiza Arnold; seconded by Firouz Mosharraf.

Approved Not Approved Tabled

1b) Content Review
Item 0708-342

CD 103: Introduction to Parenting Skills

It was moved by Kevin Smith; seconded by Voiza Arnold.

Approved Not Approved Tabled

1c) Prereq/Coreq/Advisory

Item 0708-343

CD 103: Introduction to Parenting Skills

It was moved by Michelle Pilati; seconded by Judy Sevilla-Marzona.

Approved Not Approved Tabled

2a) Course Revision

Item 0708-344

CD 129: School-Age Child Care Supervision and Administration

Title Change: To: School-Age Care Supervision and Administration

New Advisory: READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate assessment

Description Change

Revise content and update text

Corrections needed: Revise Exiting Skill (4) under Title V Requirements page; revise Course Objective (D).

It was moved by Irma Valdivia; seconded by Michelle Pilati.

Approved Not Approved Tabled

2b) Content Review

Item 0708-345

CD 129: School-Age Child Care Supervision and Administration

Correction needed: Revise Exiting Skill (4).

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

Approved Not Approved Tabled

2c) Prereq/Coreq/Advisory

Item 0708-346

CD 129: School-Age Child Care Supervision and Administration

It was moved by Gail Biesemeyer; seconded by Michelle Pilati.

Approved Not Approved Tabled

3a) Course Revision
Item 0708-347

CD 210: Adult Supervision

New Advisory: READ 023 or appropriate assessment and ENGL 035 or ESL 198 or appropriate Assessment

New Prerequisite: CD 106, CD 110, CD 208 (delete CD 102)

Description Change

Revise content and update text

Corrections needed: Add “CD” to prerequisites and revise all Entering Skills under Title V Requirements page. Revise all Exiting Skills under Title V Requirements page to coincide with Course Objectives.

It was moved by Michelle Pilati; seconded by Gail Biesemeyer.

Approved Not Approved Tabled

3b) Content Review
Item 0708-348

CD 210: Adult Supervision

Corrections needed: Revise all Entering and Exiting Skills.

It was moved by Voiza Arnold; seconded by Kevin Smith.

Approved Not Approved Tabled

3c) Prereq/Coreq/Advisory
Item 0708-349

CD 210: Adult Supervision

It was moved by Voiza Arnold; seconded by Gail Biesemeyer.

Approved Not Approved Tabled

4a) Course Revision
Item 0708-378

ESL 033A: ESL Speaking and Listening
Description Change

Revise content and update text

Correction needed: Add “Units” to Course Description.

It was moved by Voiza Arnold; seconded by Judy Sevilla-Marzona.

Approved Not Approved Tabled

4b) Content Review
Item 0708-379

ESL 033A: ESL Speaking and Listening

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

Approved Not Approved Tabled

4c) Prereq/Coreq/Advisory
Item 0708-380 ESL 033A: ESL Speaking and Listening

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

Approved Not Approved Tabled

5a) Course Revision
Item 0708-381 ESL 034: Basic Vocabulary
New Advisory: ESL 036 or appropriate assessment
Description Change
Revise content and update text

Correction needed: Add “Units” to Course Description.

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

Approved Not Approved Tabled

5b) Content Review
Item 0708-382 ESL 034: Basic Vocabulary

Correction needed: Add ENGLISH advisory.

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

Approved Not Approved Tabled

5c) Prereq/Coreq/Advisory
Item 0708-383 ESL 034: Basic Vocabulary

It was moved by Voiza Arnold; seconded by Kevin Smith.

Approved Not Approved Tabled

6a) Course Revision
Item 0708-384 ESL 037: English as a Second Language (ESL)
Composition
Description Change
Revise content and update text

Correction needed: Add “Units” to Course Description and revise description.

It was moved by Voiza Arnold; seconded by Charlie McFarlin.

Approved Not Approved Tabled

- 6b) **Content Review**
Item 0708-385 **ESL 037: English as a Second Language (ESL)**
Composition

Correction needed: Add ENGLISH advisory.

It was moved by Steve Hebert; seconded by Gail Biesemeyer.

Approved Not Approved Tabled

- 6c) **Prereq/Coreq/Advisory**
Item 0708-386 **ESL 037: English as a Second Language (ESL)**
Composition

It was moved by Voiza Arnold; seconded by Charlie McFarlin.

Approved Not Approved Tabled

- 7a) **New Course**
Item 0708-400 **HS 035: Nurse Assistant Pre-Certification**
Training Course
Advisory: ENGL 035 or ESL 198 or appropriate
Assessment, READ 023 or appropriate assessment,
MATH 020
Non-Degree Applicable (4 Units)

Corrections needed: Revise Course Number and add "Units" to Course Description.

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

Approved Not Approved Tabled

- 7b) **Content Review**
Item 0708-401 **HS 035: Nurse Assistant Pre-Certification**
Training Course

Correction needed: Clarify ENGLISH advisories.

It was moved by Voiza Arnold; seconded by Charlie McFarlin.

Approved Not Approved Tabled

- 7c) **Prereq/Coreq/Advisory**
Item 0708-402 **HS 035: Nurse Assistant Pre-Certification**
Training Course

It was moved by Michelle Pilati; seconded by Irma Valdivia.

Approved Not Approved Tabled

- 8a) **Course Revision**
Item 0708-403 **MGMT 045: Small Business-Entrepreneurialism**
New Title: To: Small Business Management-Entrepreneurship
New Number: To: MGMT 130
New Advisory: MGMT 101, READ 023 or appropriate assessment, ENGL 035 or ESL 198 or appropriate assessment
Revise content and update text

Correction needed: Check "Transferable" box on top page of Course Revision.

It was moved by Irma Valdivia; seconded by Kevin Smith.

Approved Not Approved Tabled

- 8b) **Content Review**
Item 0708-404 **MGMT 045: Small Business-Entrepreneurialism**

Correction needed: Clarify Advisories.

It was moved by Michelle Pilati; seconded by Irma Valdivia.

Approved Not Approved Tabled

- 8c) **Prereq/Coreq/Advisory**
Item 0708-405 **MGMT 045: Small Business-Entrepreneurialism**

Correction needed: Clarify Advisories.

It was moved by Michelle Pilati; seconded by Gail Biesemeyer.

Approved Not Approved Tabled

- 9a) **Course Revision**
Item 0708-406 **MGMT 120: Human Relations in Business**
New Advisory: MGMT 101, READ 023 or appropriate assessment, ENGL 035 or ESL 198 or appropriate assessment
Revise content and update text

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

Approved Not Approved Tabled

- 9b) **Content Review**
Item 0708-407 **MGMT 120: Human Relations in Business**

Correction needed: Clarify Advisories.

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

Approved Not Approved Tabled

9c) Prereq/Coreq/Advisory
Item 0708-408 MGMT 120: Human Relations in Business

Correction needed: Clarify Advisories.

It was moved by Firouz Mosharraf; seconded by Voiza Arnold.

Approved Not Approved Tabled

10a) Course Revision
Item 0708-409

MRKT 175: General Merchandising
Title Change: To: Retail Management
New Advisory: MGMT 101, READ 023 or appropriate assessment, ENGL 035 or ESL 198 or appropriate assessment
Revise content and update text
Description Change
Revise content and update text

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

Approved Not Approved Tabled

10b) Content Review
Item 0708-410 MRKT 175: General Merchandising

Correction needed: Clarify Advisories.

It was moved by Voiza Arnold; seconded by Steve Hebert.

Approved Not Approved Tabled

10c) Prereq/Coreq/Advisory
Item 0708-411 MRKT 175: General Merchandising

Correction needed: Clarify Advisories.

It was moved by Gail Biesemeyer; seconded by Kevin Smith.

Approved Not Approved Tabled

2nd Reading 12/12/07:

The following items **0708-305** through **0708-340**, **0708-350** through **0708-377**, and **0708-387** through **0708-399** were tabled by the committee due to lack of corrections from the 1st reading:

1) Course Revision
Item 0708-305 AJ 041: Effective Written Communication for Public Service Personnel
Description Change
Revise content and update text

- 2) **Course Revision**
Item 0708-308 **ART 160: Rendering and Illustration**
New Advisory: READ 022 or appropriate assessment and ART 130
Description Change
Revise content and update text
- 3) **Course Revision**
Item 0708-311 **ART 161: Rendering and Illustration**
Title Change: To: Advanced Rendering and Illustration
New Advisory: READ 022 or appropriate assessment and ART 130
Description Change
Revise content and update text
- 4) **Course Revision**
Item 0708-314 **ART 164: Graphic Design**
Title Change: To: Graphic Design (Adobe Illustrator)
New Advisory: READ 022 or appropriate assessment and ART 120 (remove Art 167)
Description Change
Revise content and update text
- 5) **Course Revision**
Item 0708-317 **ART 165: Graphic Design**
Title Change: To: Graphic Design (Advanced Adobe Illustrator)
New Advisory: READ 022 or appropriate assessment and ART 120
New Prerequisite: Art 164
Description Change
Revise content and update text
- 6) **Course Revision**
Item 0708-320 **ART 172: Desk Top Publishing for the McIntosh**
Title Change: To: Desk Top Publishing (Adobe in Design)
New Advisory: READ 022 or appropriate assessment (remove English advisory)
Description Change
Revise content and update text
- 7) **Course Revision**
Item 0708-323 **ART 175: Computer Graphics for the McIntosh**
Title Change: To: Computer Graphics
New Advisory: READ 022 or appropriate assessment (remove English advisory)
Description Change
Revise content and update text

- 8) **Course Revision**
Item 0708-326 **ART 178: Introduction to Digital Imaging**
Title Change: To: Introduction to Digital Imaging (Adobe Photoshop)
New Advisory: Read 022 or appropriate assessment and ART 120 (remove ENGL 030)
Description Change
Revise content and update text
- 9) **Course Revision**
Item 0708-329 **ART 180: Art Gallery Display Design**
New Advisory: READ 023 or appropriate assessment
ENGL 035 or ESL 198 or appropriate assessment
Description Change
Revise content and update text
- 10) **New Course**
Item 0708-332 **AUTOT 039: Automotive Specialty Practice**
Advisory: READ 023 or appropriate assessment
Non-Degree Applicable; (1 Unit)
- 11) **Course Revision**
Item 0708-335 **BIOL 101: General Biology**
New Advisory: ENGL 035 or ESL 198 or appropriate assessment, READ 023 or appropriate assessment, Math 050 or appropriate assessment
Revise content and update text
- 12) **Course Revision**
Item 0708-338 **BIOL 111: Marine Biology**
New Advisory: ENGL 035 or ESL 198 or appropriate assessment, READ 023 or appropriate assessment, Math 050 or appropriate assessment
Description Change
Revise content and update text
- 13) **New Non-Credit Certificate of Completion**
Item 0708-350 **Civil Drafting Design**
- 14) **Course Revision**
Item 0708-351 **CORR 43.502: Custody Training Officer School**
Prerequisite Change: To: PAC 040
New Advisory: READ 023 or appropriate assessment and ENGL 030 or ESL 197 or appropriate assessment
Description Change
Revise content and update text

- 15) **Course Revision**
Item 0708-354 **CORR 43.509: Special Weapons Training**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 16) **Course Revision**
Item 0708-357 **CORR 43.510: Senior Supervision**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 17) **Course Revision**
Item 0708-360 **CORR 43.511: Basic Report Writing Skills**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 18) **Course Revision**
Item 0708-363 **CORR 43.515: Jail Intelligence Gathering**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 19) **Course Revision**
Item 0708-366 **CORR 43.516: Hot Fire**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 20) **Course Revision**
Item 0708-369 **CORR 43.518: Emergency Procedures**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 21) **Course Revision**
Item 0708-372 **CORR 43.519: Drug and Alcohol Awareness for Supervisors**
Prerequisite Change: To: PAC 040
Description Change
Revise content and update text
- 22) **Course Revision**
Item 0708-375 **CORR 43.524: Narcotics Identification and Investigation**
Prerequisite Change: To: PAC 040
New Advisory: READ 023 or appropriate assessment and ENGL 030 or ESL 197 or appropriate assessment
Description Change
Revise content and update text

- 23) **Course Revision**
Item 0708-387 **GEOL 150: Physical Geology**
Description Change
Revise content and update text
- 24) **Request to Offer a Course via Distance Education**
Item 0607-390 **GEOL 150: Physical Geology**
- 25) **Course Revision**
Item 0708-391 **GEOL 151: Physical Geology Lab**
New Advisory: ENGL 035 or ESL 198 or appropriate
assessment, READ 023 or appropriate assessment, MATH 030
New Prerequisite/Corequisite: GEOL 150
Description Change
Revise content and update text
- 26) **Course Revision**
Item 0708-394 **GEOL 153: Earthquakes**
Description Change
Revise content and update text
- 27) **Course Revision**
Item 0708-397 **GEOL 257: Geology of California**
New Advisory: ENGL 035 or ESL 198 or appropriate
assessment, READ 023 or appropriate assessment, MATH 030
New Prerequisite: None
(delete GEOL 150 and GEOL 152)
Description Change
Revise content and update text

_____ Approved _____ Not Approved X Tabled

IV. DISCUSSION ITEMS/ATTACHMENTS

V. ADJOURNMENT

The meeting adjourned at 11:50 a.m.