

Rio Hondo Community College District

Curriculum Committee

Minutes

Wednesday, May 7, 2008, Board Room

Voting Members Present: Voiza Arnold, Loretta Canett-Bailes, Sharon Bell, Pam Boyd, Ryan Bronkar, Fran Cummings (Chair), Steve Hebert, Julie Huang, Edward Ibarra, Cynthia Lewis, Jannine Livingston, Katie Louie, Judy Sevilla-Marzona, Charlie McFarlin, Firouz Mosharraf, Tracy Rickman, Irma Valdivia, Colin Young

Non-Voting Members Present: Rose Sanceda

Members Absent: Ron Christie, Antonio Flores, Jennifer Lee (Student Representative), Jim Newman, Michelle Pilati, Mike Slavich

Guests: Steve Katnik, Barbara Keith, Steve Tomory

I. MOTION:

Approval of the minutes for the last meeting on April 23, 2008.

It was moved by Colin Young; seconded by Firouz Mosharraf.

Approved Not Approved Tabled

II. ACTION ITEMS:

A. Approval of Consent Agenda:

It was moved by Jannine Livingston; seconded by Steve Hebert, and approved by the committee to approve items **0708-625** through **0708-638** as a group:

1) Certificate Change

Item 0708-625 Bosch Automotive Electrical, Fuel, and Safety Systems

Change in certificate type:

From: Certificate of Achievement

To: Career Certificate

2) Certificate Change

Item 0708-626 Brake Service

Change in certificate type:

From: Certificate of Achievement

To: Career Certificate

- 3) **Certificate Change**
Item 0708-627 **Engine Repair**
Change in certificate type:
From: Certificate of Achievement
To: Career Certificate
- 4) **Certificate Change**
Item 0708-628 **Transmission Service**
Change in certificate type:
From: Certificate of Achievement
To: Career Certificate
- 5) **Course Change**
Item 0708-629 **MUSIC 116: Music Ensemble for Diverse Instruments**
Hour Change: To: 2 Units/1.5 hours of lecture and 3 hours of lab per week
- 6) **Course Change**
Item 0708-630 **MUSIC 117: Advanced Rehearsal and Performance**
Hour Change: To: 2 Units/1.5 hours of lecture and 3 hours of lab per week
- 7) **Course Change**
Item 0708-631 **MUSIC 139: Advanced Vocal Ensemble**
Hour Change: To: 2 Units/1.5 hours of lecture and 1.5 hours of lab per week
- 8) **Course Change**
Item 0708-632 **MUSIC 140: Beginning Voice**
Hour Change: To: 1 Unit/.5 hour of lecture and 2 hours of lab per week
- 9) **Course Change**
Item 0708-633 **MUSIC 142: Intermediate Voice**
Hour Change: To: 1 Unit/1 hour of lecture and 1.5 hours of lab per week
- 10) **Course Change**
Item 0708-634 **MUSIC 145: Beginning Piano I**
Hour Change: To: 1 Unit/1 hour of lecture and 1.5 hours of lab per week
- 11) **Course Change**
Item 0708-635 **MUSIC 146: Beginning Piano II**
Hour Change: To: 1 Unit/1 hour of lecture and 1.5 hours of lab per week

- 12) **Course Change**
Item 0708-636 **MUSIC 147: Intermediate Piano III**
Hour Change: To: 1 Unit/1 hour of lecture and
1.5 hours of lab per week
- 13) **Course Change**
Item 0708-637 **MUSIC 148: Intermediate Piano IV**
Hour Change: To: 1 Unit/1 hour of lecture and
1.5 hours of lab per week
- 14) **Course Change**
Item 0708-638 **MUSIC 245: Performing Arts**
Hour Change: To: 2 Units/1.5 hours of lecture and
1.5 hours of lab per week

B. Second Readings:

It was moved by Jannine Livingston; seconded by Cynthia Lewis, and approved by the committee to approve items **0708-614** through **0708-617**; **0708-621** through **0708-624**; and **0708-602** through **0708-605** as a group:

- 1) **Catalog Change**
Item 0708-614 **Advanced Placement Examination Program Course**
Addition: United States Government and Politics
A.P. Score: 3, 4, or 5
RHC Course Equivalent: Political Science 110
Units: 3
- 2) **Course Revision**
Item 0708-615 **ART 121: Three Dimensional Design**
Hour Change: To: 2 hours of lecture and
4 hours of lab per week
New Advisory: READ 022 or appropriate assessment and
ART 120
Prerequisite Change: Delete ART 120
Description Change
Revise content and update text
- 3) **Course Change**
Item 0708-621 **MUSIC 251: Advanced Guitar**
Unit Change: To: 2 Units/1.5 hours of lecture and
1.5 hours of lab per week
- 4) **Course Revision**
Item 0708-622 **ET 170: Groundwater Hydrology and Sampling**
New Advisory: ENGL 035 or ESL 198 or appropriate
assessment; READ 023 or appropriate assessment;
MATH 050 or appropriate assessment (delete GEOL 150
and GEOL 150L)
Prerequisite Change: Delete ET 101 and CHEM 110
Revise content and update text

5) **Course Revision**
Item 0708-602

MRKT 173: Principles of Selling

Number Change: Formerly MRKT 043

Advisory Change: To: READ 023 or appropriate assessment; ENGL 030 or ESL 197 or appropriate assessment (remove MGMT 101)

Description Change

Transferable

Approved Not Approved Tabled

C. **First Readings:**

1a) **New Course**
Item 0708-639

**ACCT 290: Cooperative Work Experience/
Internship for Accounting related fields**

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

Correction Needed: Insert Advisory on New Course page.

It was moved by Pam Boyd; seconded by Voiza Arnold.

Approved Not Approved Tabled

1b) **Content Review**
Item 0708-640

**ACCT 290: Cooperative Work Experience/
Internship for Accounting related fields**

It was moved by Colin Young; seconded by Firouz Mosharraf.

Approved Not Approved Tabled

1c) **Prereq/Coreq/Advisory**
Item 0708-641

**ACCT 290: Cooperative Work Experience/
Internship for Accounting related fields**

It was moved by Colin Young; seconded by Jannine Livingston.

Approved Not Approved Tabled

2) **Program Change**
Item 0708-642

Environmental Technology: AS Degree

Course Changes: ET 101 will be removed as a required course and become an elective course;
ET 150 will be removed as a required course and become an elective course in the Waste Management specialization area;
GIS 120 "OR" CIT 101 will be a required course.

Unit Change: From: 25 Units To: 18-19 Units

It was moved by Colin Young; seconded by Judy Sevilla Marzona.

Approved Not Approved Tabled

3) **Certificate Change**

Item 0708-643

Environmental Technology Certificate of Achievement

Course Change: ET 101 will be removed as a required course.

Unit Change: From: 33 Units To: 30 Units

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

Approved Not Approved Tabled

4a) **Course Revision**
Item 0708-644

HUMAN 111: Survey of Humanities

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

Description Change

Revise content and update text

Correction Needed: On Academic Level page (#2), remove Chico and San Diego.

It was moved by Colin Young; seconded by Firouz Mosharraf.

Approved Not Approved Tabled

4b) **Content Review**
Item 0708-645

HUMAN 111: Survey of Humanities

It was moved by Pam Boyd; seconded by Judy Sevilla Marzona.

Approved Not Approved Tabled

- 4c) **Prereq/Coreq/Advisory**
Item 0708-646 **HUMAN 111: Survey of Humanities**

Corrections Needed: Revise course prefix and title.

It was moved by Colin Young; seconded by Irma Valdivia.

Approved Not Approved Tabled

- 5a) **Course Revision**
Item 0708-647 **HUMAN 125H: Introduction to Mexican Culture (Honors)**

Advisory Change: To: READ 023 or appropriate assessment

New Prerequisite: ENGL 101 with a "C" or better

Description Change

Revise content and update text

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

Approved Not Approved Tabled

- 5b) **Content Review**
Item 0708-648 **HUMAN 125H: Introduction to Mexican Culture (Honors)**

It was moved by Colin Young; seconded by Pam Boyd.

Approved Not Approved Tabled

- 5c) **Prereq/Coreq/Advisory**
Item 0708-649 **HUMAN 125H: Introduction to Mexican Culture (Honors)**

Corrections Needed: Revise course prefix and remove HONORS.

It was moved by Sharon Bell; seconded by Charlie McFarlin.

Approved Not Approved Tabled

- 6) **Certificate Change**
Item 0708-650 **International Business Certificate of Achievement**
Course Changes: MGMT 101, MGMT 145 and CIT 155 will be removed as required courses; MGMT 149 will be removed as a required course and replaced with MGMT 290.
Unit Change: From: 27 Units To: 18 Units

Correction Needed: Fix typo on Certificate of Achievement.

It was moved by Colin Young; seconded by Tracy Rickman.

Approved Not Approved Tabled

7a) Course Revision

Item 0708-651

**LIT 114: Elementary and Adolescent Literature
Description Change**

Revise content and update text

***Corrections Needed: On Academic Level page (#1), insert "YES".
Under major, insert Liberal Studies in Elementary Education.
Under campuses, insert CSF and Cal Poly Pomona.***

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

Approved Not Approved Tabled

7b) Content Review

Item 0708-652

LIT 114: Elementary and Adolescent Literature

It was moved by Jannine Livingston; seconded by Voiza Arnold.

Approved Not Approved Tabled

7c) Prereq/Coreq/Advisory

Item 0708-653

LIT 114: Elementary and Adolescent Literature

It was moved by Sharon Bell; seconded by Charlie McFarlin.

Approved Not Approved Tabled

8) Course Change

Item 0708-654

MUSIC 240: Advanced Voice

**Unit/Hour Change: To: 2 Units/1.5 hours of lecture and
1.5 hours of lab per week**

It was moved by Judy Sevilla Marzona; seconded by Charlie McFarlin.

Approved Not Approved Tabled

9) Course Change

Item 0708-655

PAC 040: Basic Police Recruit Class

**Unit/Hour Change: To: 24 Units; 935 hours
(772 lecture and 163 lab)**

It was moved by Tracy Rickman; seconded by Pam Boyd.

Approved Not Approved Tabled

- 10) **Certificate Change**
Item 0708-656 **Police Academy Certificate of Achievement**
Title Change: From: Certificate of Achievement
To: Career Certificate in Basic Police Training
Unit Change: From: 16 Units To: 24 Units

It was moved by Tracy Rickman; seconded by Charlie McFarlin.

Approved Not Approved Tabled

- 11a) **Course Revision**
Item 0708-657 **PE/TH 126: Principles of Strength and Conditioning**
Revise content and update text

Correction Needed: On Academic Level page, remove "X" from Category E for Lifelong Learning.

It was moved by Steve Hebert; seconded by Colin Young.

Approved Not Approved Tabled

- 11b) **Content Review**
Item 0708-658 **PE/TH 126: Principles of Strength and Conditioning**

It was moved by Colin Young; seconded by Tracy Rickman.

Approved Not Approved Tabled

- 11c) **Prereq/Coreq/Advisory**
Item 0708-659 **PE/TH 126: Principles of Strength and Conditioning**

It was moved by Colin Young; seconded by Tracy Rickman.

Approved Not Approved Tabled

- 12a) **Course Revision**
Item 0708-660 **PE/TH 127: Applied Exercise Physiology**
Revise content and update text

Correction Needed: On Academic Level page, remove "X" from Category E for Lifelong Learning.

It was moved by Ryan Bronkar; seconded by Colin Young.

Approved Not Approved Tabled

12b) Content Review
Item 0708-661 PE/TH 127: Applied Exercise Physiology

It was moved by Colin Young; seconded by Tracy Rickman.

Approved Not Approved Tabled

12c) Prereq/Coreq/Advisory
Item 0708-662 PE/TH 127: Applied Exercise Physiology

It was moved by Tracy Rickman; seconded by Voiza Arnold.

Approved Not Approved Tabled

13a) Course Revision
Item 0708-663 PE/TH 128: Fitness Testing and Exercise Prescription

Revise content and update text

Correction Needed: On Academic Level page, remove "X" from Category E for Lifelong Learning.

It was moved by Colin Young; seconded by Charlie McFarlin.

Approved Not Approved Tabled

13b) Content Review
Item 0708-664 PE/TH 128: Fitness Testing and Exercise Prescription

Correction Needed: Revise Math Advisory.

It was moved by Colin Young; seconded by Charlie McFarlin.

Approved Not Approved Tabled

13c) Prereq/Coreq/Advisory
Item 0708-665 PE/TH 128: Fitness Testing and Exercise Prescription

It was moved by Colin Young; seconded by Jannine Livingston.

Approved Not Approved Tabled

14a) Course Revision
Item 0708-666 PE/TH 131: Applied Kinesiology
Revise content and update text

Correction Needed: On Academic Level page, remove "X" from Category E for Lifelong Learning.

It was moved by Jannine Livingston; seconded by Charlie McFarlin.

Approved Not Approved Tabled

14b) Content Review

Item 0708-667 PE/TH 131: Applied Kinesiology

It was moved by Colin Young; seconded by Steve Hebert.

Approved Not Approved Tabled

14c) Prereq/Coreq/Advisory

Item 0708-668 PE/TH 131: Applied Kinesiology

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

Approved Not Approved Tabled

15a) Course Revision

Item 0708-669 PE/TH 157: Theory of Lifeguard Training and Water Safety

Advisory Change: To: READ 023 or appropriate assessment

Description Change

Revise content and update text

Corrections Needed: Revise Course Description. On Academic Level page, remove "X" from Category E for Lifelong Learning.

It was moved by Ryan Bronkar; seconded by Charlie McFarlin.

Approved Not Approved Tabled

15b) Content Review

Item 0708-670 PE/TH 157: Theory of Lifeguard Training and Water Safety

It was moved by Voiza Arnold; seconded by Tracy Rickman.

Approved Not Approved Tabled

15c) Prereq/Coreq/Advisory

Item 0708-671 PE/TH 157: Theory of Lifeguard Training and Water Safety

It was moved by Firouz Mosharraf; seconded by Colin Young.

Approved Not Approved Tabled

- 16) **Course Change**
Item 0708-672 **PHIL 103: Philosophy Forum**
Delete from RHC GE, Humanities Area

It was moved by Colin Young; seconded by Charlie McFarlin.

Approved Not Approved Tabled

III. **UNFINISHED BUSINESS**

First Reading-4/9/08

- 2a) **Course Revision**
Item 0708-570 **ART 101: Introduction to Art**
Unit Change: To: 3 Units
Advisory Change: To: READ 022 or appropriate
assessment (remove ENGL advisory)
Description Change
Revise content and update text
p. 38

- 2b) **Content Review**
Item 0708-571 **ART 101: Introduction to Art**
p. 46

- 2c) **Prereq/Coreq/Advisory**
Item 0708-572 **ART 101: Introduction to Art**
p. 48

First Reading-4/23/08

- 3a) **Course Revision**
Item 0708-618 **AUTOT 220: Manual Transmission/Differential**
Service
Title Change: To: Manual Drive Trains and Axles
Revise content and update text

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

Approved Not Approved Tabled

- 3b) **Content Review**
Item 0708-619 **AUTOT 220: Manual Transmission/Differential**
Service

It was moved by Charlie McFarlin; seconded by Ryan Bronkar.

Approved Not Approved Tabled

3c) Prereq/Coreq/Advisory
Item 0708-620 AUTOT 220: Manual Transmission/Differential Service

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

Approved Not Approved Tabled

IV. DISCUSSION ITEMS/ATTACHMENTS

- Fran informed the committee that Banner will only accept the maximum of four letters for course prefixes and five numbers. It was decided that each division will submit a list of courses that need to be changed, showing the old prefix and number and the new prefix and number. These numbers will be consistent with what other schools are doing in each particular area. Before Banner is implemented, divisions must complete a course change form with the accompanying list of the courses that need to be changed. Hard copies as well as electronic versions of the course revisions will also need to be submitted with the corrected changes of the prefix and number.
- After discussion regarding course/program changes, it was decided that the year will remain the same under the course description. However, an asterisk with the new year and the changes made should be noted as well.
- It was decided by the committee that when certificates are being changed to meet compliance requirements, an updated Request to Offer a New Certificate or course revisions do not need to go through the curriculum process again as long as the courses that comprise the certificate in question have been approved by the committee within the last 5 years. However, a Substantial Change Form to an Existing Program should be submitted to the Chancellor's office. Also, the Office of Student Learning Support should be informed of any paperwork being sent to the Chancellor's office. All certificates that are out of compliance and have not been revised will be automatically removed from the catalog.

V. ADJOURNMENT

The meeting adjourned at 12:35p.m.