**Rio Hondo Community College District**

**Curriculum Committee**

**Minutes**

**Wednesday, September 26, 2018 Board Room**

**Voting Members Present:** Dana Arazi, Sharon Bell, Katherin Brandt, Jim Newman, Alex Gardos, Marius Dornean, Jodi Senk, Mike Slavich, Mutsuno Ryan, Claudia Rivas, Jannine Livingston, Dorali Pichardo-Diaz, Ryan Bronkar, Jay Ribaya, Ryan Carey, Michelle Pilati, Janet Cha, Moises Mata, Ted Preston, Warren Roberts

**Voting Members Absent:** Mike Javanmard, Elizabeth Ramirez, Rose Marie Gaw

**Non-Voting Members Present:** Rose Sanceda

I. **MOTION:**

**Approval of the minutes for the meeting on September 12, 2018**

It was moved by Mike Slavich; seconded by Alex Gardos.

___ Approved with one opposition ___ Not Approved ___ Tabled

II. **ACTIONS ITEMS:**

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

B) **Second Readings:**

It was moved by Jim Newman; seconded by Ted Preston and approved by the Committee to approve item **1819-023**.

1) **New Course**

**Item 1819-023**

**AET 125: Energy Storage Systems**

- **Units:** 3.0
- **Hours:** 45 Lecture/27 Lab/72 Total Hours
- **Advisory:** ENGL 035 or ENLA 100 or appropriate assessment, READ 043 or appropriate assessment, MATH 030 or MATH 030D or MATH 033 or MATH 033B or appropriate assessment
C) First Readings:

It was moved by Ryan Bronkar; seconded by Janet Cha, and approved by the Committee to table items 1819-024 and 1819-028 until updates are completed.

1) Course Revision
   Item 1819-024 FIN 101: Introduction to Financial Planning
   Description Change
   Prerequisite Remove: MATH 030/030D/033
   Add: MATH 050, 050D, 053, 053B
   Revise content and update text
   ___ Approved   ___ Not Approved   ___X_ Tabled

2) Course Revision
   Item 1819-025 PSY 114: Introduction to Abnormal Psychology
   Description Change
   Revise content and update text
   p.23 September 12th Agenda
   It was moved by Alex Gardos; seconded by Mike Slavich.
   ___X_ Approved   ___ Not Approved   ___ Tabled

3) Request to Offer a Course via Distance Ed
   Item 1819-026 HMLD 203: Homeland Security: Leadership, Policy and Practice Online
   p.28 September 12th Agenda
   It was moved by Alex Gardos; seconded by Mike Slavich.
   ___X_ Approved   ___ Not Approved   ___ Tabled

4) Request to Offer a Course via Distance Ed
   Item 1819-027 HMLD 205: Cybersecurity: Policy and Practice Online
   p.34 September 12th Agenda
   It was moved by Jim Newman; seconded by Ted Preston.
   ___X_ Approved   ___ Not Approved   ___ Tabled

5) RHC GE/CSU GE Request
   Item 1819-028 FIN 101: Introduction to Financial Planning
6) **Course Revision**  
**Item 1819-029**  
**ACCT 109: Volunteer Income Tax Assistance Program II**  
**Hours:** FROM: 54 Lecture  
TO: 9 Lecture/27 Lab  
**Description Change**  
Revise content and update text  

It was moved by Mike Slavich; seconded by Alex Gardos

___X___ Approved  ___ Not Approved  ____ Tabled

*Correction Needed: Typo on Description last sentence/Textbook update to current tax year*

7) **New Course**  
**Item 1819-030**  
**AET 126: Solar PV Technical Sales**  
**Units:** 3.0  
**Hours:** 54 Lecture  
**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment; MATH 033 or MATH 033B or appropriate assessment

It was moved by Mike Slavich; seconded by Jodi Senk.

___X___ Approved  ___ Not Approved  ____ Tabled

8) **New Course**  
**Item 1819-031**  
**AET 183: Energy Management Systems**  
**Units:** 3.0  
**Hours:** 54 Lecture  
**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment; MATH 033 or MATH 033B or appropriate assessment

It was moved by Ted Preston; seconded by Alex Gardos

___X___ Approved  ___ Not Approved  ____ Tabled
9) Course Revision  
Item 1819-032  
CIT 127: Programming Concepts and Methodology I with Python  
Title:  
To: Python Programming I  
Revise content and update text p.24

It was moved by Dana Arazi; seconded by Jannine Livingston.  

___X___ Approved  ___ Not Approved  ___ Tabled

Verification of RHC General Education Category 8B with Elizabeth Ramirez

10) Course Revision  
Item 1819-033  
CIT 128: Programming Concepts and Methodology II  
Using Python  
Title To: Python Programming II  
Revise content and update text p.28

It was moved by Mike Slavich; seconded by Dana Arazi.  

___X___ Approved  ___ Not Approved  ___ Tabled

Verification of RHC General Education Category with Elizabeth Ramirez/Textbook newer version?

11) Course Revision  
Item 1819-034  
CIT 131: Windows Server Active Directory  
Infrastructure  
Hours: From: 36 Lecture/54 Lab/90 Total  
To: 45 Lecture/27 Lab/72 Total  
Prerequisite: Remove: CIT 130  
Advisory: Add: CIT 130  
TOP Code: From: 0702.10 To: 0708.00  
Revise content and update text p.32

It was moved by Dana Arazi; seconded by Ted Preston.  

___X___ Approved  ___ Not Approved  ___ Tabled

12) Course Revision  
Item 1819-035  
CIT 133: Windows Server Applications  
Infrastructure  
Hours: From: 36 Lecture/54 Lab/90 Total  
To: 45 Lecture/27 Lab/72 Total  
Prerequisite: Remove: CIT 130  
Advisory: Add: CIT 130  
TOP Code: From: 0702.10 To: 0708.00
Revise content and update text

p.37

It was moved by Mike Slavich; seconded by Alex Gardos.

__X_ Approved  ____ Not Approved  ____ Tabled

**Correction Needed: Description - 2nd sentence the word “to” is missing**

13) New Course  
**Item 1819-036**  
CIT 139: Linux I  
**Units:** 3.0  
**Hours:** 45 Lecture/27 Lab/72 Total  
**Prerequisite:** CIT 114 or CIT 101  

It was moved by Jodi Senk; seconded by Dana Arazi.

__X_ Approved  ____ Not Approved  ____ Tabled

**Possible correction: More detailed Lecture Outline**

14) Course Revision  
**Item 1819-037**  
CIT 212: Cisco® Networking III  
**Advisory:** Remove: CIT 101  
**TOP Code: From:** 0708.10  
**To:** 0708.00  
Revise content and update text  

It was moved by Jannine Livingston; seconded by Jim Newman.

__X_ Approved  ____ Not Approved  ____ Tabled

15) Course Revision  
**Item 1819-038**  
CIT 213: Cisco® Networking IV  
**Advisory:** Remove: CIT 101  
**TOP Code: From:** 0708.10  
**To:** 0708.00  
Revise content and update text  

It was moved by Dana Arazi; seconded by Mike Slavich.

__X_ Approved  ____ Not Approved  ____ Tabled

16) New Course  
**Item 1819-039**  
HET 121: Introduction to Heavy Equipment Maintenance  
**Units:** 3.0  
**Hours:** 45 Lecture/27 Lab/72 Total Hours  
**Advisory:** ENGL 035 or ENLA 100 or
appropriate assessment; READ 043 or appropriate assessment
p.55

It was moved by Mike Slavich; seconded by Alex Gardos.

___X___ Approved    ___ Not Approved     ___ Tabled

17) Course Revision
Item 1819-040
JOUR 110: Digital Photo Journalism
Title Change: TO: Digital Photojournalism I
Description Change
Revise content and update text
p.62

It was moved by Jodi Senk; seconded by Alex Gardos.

___X___ Approved    ___ Not Approved     ___ Tabled

18) Course Revision
Item 1819-041
JOUR 243: Newspaper Production II
Advisory: ADD: JOUR 120
Description Change
Revise content and update text
p.66

It was moved by Mike Slavich; seconded by Dana Arazi.

___X___ Approved    ___ Not Approved     ___ Tabled

19) RHC/CSU GE/IGETC Request
Item 1819-042
PHIL 135: Philosophy and Contemporary Issues
RHC Area: 6
CSU GE Area: D
IGETC Area: 4
p.71

It was moved by Ted Preston; seconded by Ryan Carey.

___X___ Approved    ___ Not Approved     ___ Tabled

20) New Certificate
Item 1819-043
COA Entrepreneurial Graphic Design
Units: 21
p.72

It was moved by Mike Slavich; seconded by Jodi Senk.

___X___ Approved    ___ Not Approved     ___ Tabled
III. DISCUSSION ITEMS/ATTACHMENT:

a. Requirements for Certificates of Achievements with a goal of “local”

Michelle Pilati distributed a handout outlining potential criteria for approval of local certificates of achievement (non CTE). The committee discussed the challenge of ensuring the integrity and value of CoAs in the context of the new funding formula. A committee member suggested that we continue to submit all CoAs to the Chancellor’s office for approval. She asked all members to read over the handout, and to bring back any thoughts for future discussion.

The committee agreed that our local process for approving a Certificate of Achievement should be informed by the following considerations:

1. It is assumed that the Certificate of Achievement. (Statement from draft low-unit CoA document developed by in 2008)

2. A Certificate of Achievement is a credit certificate that appears by name on a student transcript, diploma, or completion award. (PCAH)

3. Local: All other AA and AS degrees and certificates, not in a CTE TOP Code, that are developed to meet locally defined needs consistent with the system mission, including transfer preparation. These degrees must align with a TOP Code. (PCAH)

4. The award of a certificate of achievement is intended to represent more than an accumulation of units. (Title 5)

5. Listing of the certificate of achievement on a student transcript symbolizes successful completion of patterns of learning experiences designed to develop certain capabilities that may be oriented to career or general education. (Title 5)

6. Content and assessment standards for certificates shall be defined by the local curriculum committee and comply with the requirements of this chapter. Such standards should also ensure that certificate programs will be consistent with the mission of the college, meet a demonstrated need, be feasible, and adhere to guidelines on academic integrity which may be developed by the Chancellor, the Academic Senate for California Community Colleges or other appropriate statewide bodies. (Title 5)
b. Graduation competencies: *Time constraint – move to next agenda*

c. Assigning courses to disciplines: *Time constraint – move to next agenda*

V. **ADJOURNMENT:** The meeting adjourned at 12:30 p.m.