I. **MOTION:**

Approval of the minutes for the meeting on October 3rd, 2018

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

_X_ Approved with one opposition  ____ Not Approved  ____ Tabled

II. **ACTION ITEMS:**

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

B) **Second Readings:**

It was moved by Jim Newman; seconded by Jannine Livingston and approved by the Committee to approve items 1819-024, 1819-028, 1819-045 thru 1819-065 with the exception of item 1819-060 which will be moved to unfinished business.

1) **Course Revision**
   
   **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

   **Item 1819-024**

2) **RHC GE/CSU GE Request**
   
   **FIN 101: Introduction to Financial Planning**
   
   **RHC GE Area: 2**
   
   **Item 1819-028**
3) **Course Revision**  
   **Item 1819-045**  
   ADN 075: LVN Transition into the Associate Degree Nursing Program  
   **Advisory:** ADD: MATH 073B  
   **Description Change**  
   Revise content and update text

4) **Course Revision**  
   **Item 1819-046**  
   ART 130: Freehand Drawing I  
   Revise content and update text

5) **Course Revision**  
   **Item 1819-047**  
   ART 135: Beginning Painting  
   **Description Change**  
   Revise content and update text

6) **Course Revision**  
   **Item 1819-048**  
   ART 150: Beginning Printmaking  
   **Advisory:** REMOVE: ART 121  
   Revise content and update text

7) **Course Revision**  
   **Item 1819-049**  
   ART 230: Beginning Life Drawing  
   Revise content and update text

8) **New Course**  
   **Item 1819-050**  
   EDEV 151: Career Exploration and Life Planning  
   **Units:** 3.0  
   **Hours:** 54 Lecture  
   **Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment

9) **New Course**  
   **Item 1819-051**  
   HET 122: Introduction to Heavy Equipment Electrical and Diagnostic Procedures  
   **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

10) **New Course**  
    **Item 1819-052**  
    HET 123: Introduction to Heavy Equipment Mobile Hydraulics  
    **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

11) New Course
   Item 1819-053
   HET 124: Introduction to Heavy Equipment Powertrains
   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

12) Course Revision
   Item 1819-054
   HUSR 118: Chemical Dependency: Intervention, Treatment & Recovery
   Revise content and update text

13) Course Revision
   Item 1819-055
   HUSR 122: Introduction to Group Leadership and Process
   TOP Code: From: 2001.00 To: 2104.40
   Revise content and update text

14) Course Revision
   Item 1819-056
   HUSR 124: Introduction to Case Management and Documentation
   TOP Code: From: 2104.00 To: 2104.40
   Revise content and update text

15) Course Revision
   Item 1819-057
   HUSR 126: Counseling the Family of the Addicted Person
   TOP Code: From: 2001.00 To: 2104.40
   Revise content and update text

16) Course Revision
   Item 1819-058
   HUSR 128: Chemical Dependency and Co-Occurring Disorders
   TOP Code: From: 2104.00 To: 2104.40
   Description Change
   Revise content and update text

17) Course Revision
   Item 1819-059
   HUSR 130: Essential Counseling Skills
   TOP Code: From: 2001.00 To: 2104.40
   Revise content and update text
18) New Course
Item 1819-060
LIT 147H: Cinema as Literature Honors
Units: 3.0
Hours: 54 Lecture
Advisory: READ 043 or appropriate assessment
Prerequisite: ENGL 101

19) Course Revision
Item 1819-061
MUST 101: Introduction to Music Technology
Description Change
Revise content and update text

20) Course Revision
Item 1819-062
POLS 110: Government of the United States
Revise content and update text

21) Request to Offer a Course via Distance Ed
Item 1819-063
AUTO 350: Principles of Automotive Service Management
Hybrid

22) Request to Offer a Course via Distance Ed
Item 1819-064
AUTO 410: Digital Marketing for the Automotive Industry
Hybrid

23) RHC/CSU GE/IGETC Request
Item 1819-065
GDSN 110: History of Graphic Design
RHC Area: 7A
CSU GE Area: C1
IGETC Area: 3A

C) First Readings:

1) New Course
Item 1819-066
CIT 140: Linux II
Units: 3.0
Hours: 45 Lecture/27 Lab/72 Total Hours
Prerequisite: CIT 139
p.17

It was moved by Alex Gardos; seconded by Dana Arazi.

__X__ Approved  ____ Not Approved  ____ Tabled

Correction Needed: Check on Advisories from Linux I; Objectives Items 6 & 7 make course specific
2) New Course
   Item 1819-067 CS 142: Computer Architecture and Organization
   Units: 3.0
   Hours: 54 Lecture
   Prerequisite: CIT 127

It was moved by Jay Ribaya; seconded by Dana Arazi.

   __X_ Approved    ___ Not Approved    ___ Tabled

Correction Needed: Add Outside Class Hours; Remove CSU/UC from Justification; Objectives Item 2 make specific to subject

3) New Course
   Item 1819-068 CS 152: Discrete Structures
   Units: 3.0
   Hours: 54 Lecture
   Prerequisites: CIT 127

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

   __X_ Approved    ___ Not Approved    ___ Tabled

Correction Needed: Add Outside Class Hours

4) Course Revision
   Item 1819-069 ENGL 101S: College Composition and Research
   Advisory: Remove: ENGL 035 or ENLA 100 or appropriate assessment
   Prerequisite: Add: ENGL 035 or ENLA 100 or appropriate assessment

   p.28

It was moved by Jannine Livingston; seconded by Alex Gardos.

   __X_ Approved w/1 abstention    ___ Not Approved    ___ Tabled

Correction Needed: Lecture Outline 3,i,A – correction of verbiage; Methods of Evaluation combine “Other Methods”

5) Course Revision
   Item 1819-070 ENGL 101SP: College Composition and Research
   Advisory: Remove: ENGL 035 or ENLA 100 or appropriate assessment
Prerequisite: Add: ENGL 035 or ENLA 100 or appropriate assessment

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

_Correction Needed: Outline Item 3,i,A – correct verbiage_

6) New Course
Item 1819-071

ENGL 104: Tutorial Skills in Composition
Units: .50
Hours: 9 Lecture Hours
Prerequisite: ENGL 101 with a grade of A or ENGL 201 with a grade of A or B
Prerequisite/Corequisite: ED 090

It was moved by Alex Gardos; seconded by Dana Arazi.

_Correction Needed: Lecture Item A – more detail_

7) Course Revision
Item 1819-072

JOUR 244: Digital Newspaper Production II
Advisory: Remove: ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment
Description
Revise content and update text

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

_Correction Needed: Assignments – ask originator to add additional student roles, as appropriate_

8) Course Revision
Item 1819-073

JOUR 290: Cooperative Work Experience/Internship for Journalism Related Fields
Advisory: Remove: ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment
Prerequisite: Add: ENGL 101, JOUR 241
Revise content and update text

p.34

p.40

p.44

p.50
It was moved by Jannine Livingston; seconded by Dana Arazi.

___X___ Approved     ____ Not Approved     ____ Tabled

9) Course Revision
   Item 1819-074  POLS 130: Comparative Government
   Revise content and update text
   p.54

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

___X___ Approved     ____ Not Approved     ____ Tabled

10) Course Revision
    Item 1819-075  POLS 140: International Relations
    Revise content and update text
    p.59

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

___X___ Approved     ____ Not Approved     ____ Tabled

11) Request to Offer a Course via Distance Education
    Item 1819-076  CIT 212: Cisco Networking III
                    HYBRID
    p.64

It was moved by Jannine Livingston; seconded by Alex Gardos.

___X___ Approved     ____ Not Approved     ____ Tabled

III.  UNFINISHED BUSINESS:  No Items

IV. DISCUSSION ITEMS/ATTACHMENT:

   a.) Process for assigning courses to disciplines

Michelle Pilati prepared and distributed a handout titled, “Assigning Courses to Disciplines at Rio Hondo College”. The college has never had a process for assigning courses to disciplines and she is seeking to address this. She asked the committee to review her proposal and get back to her with any questions, concerns or revisions. Michelle is hoping to present this proposal to Academic Senate in two weeks.

V.  ADJOURNMENT:  The meeting adjourned at 12:28 p.m.