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

Voting Members Absent: Mike Javanmard

Non-Voting Members Absent: Rose Sanceda

Guests: Alyson Cartagena, Lisa Chavez

I. **MOTION:**

Approval of the minutes for the meeting on November 14, 2018

It was moved by Ted Preston; seconded by Alex Gardos.

_ X_ Approved w/1 opposition ___ Not Approved ___ Tabled

II. **ACTION ITEMS:**

A) Approval of Consent Agenda:

It was moved by Mike Slavich; seconded by Jannine Livingston and approved by the committee to approve consent item **1819-175 thru 1819-182.**

_ X_ Approved ___ Not Approved ___ Tabled

1) **Course Change**

Item **1819-175**  
CIT 107: Microsoft® Excel®  
Delete from catalog

2) **Course Change**

Item **1819-176**  
CIT 109: Microsoft® Access®  
Delete from catalog

3) **Course Change**

Item **1819-177**  
MGMT 052: Business Mathematics  
Delete from catalog
4) **Course Change**  
**Item 1819-178**  
MGMT 160, 162, 164, 166  
*Project Management courses*  
Delete from catalog

5) **Course Change**  
**Item 1819-179**  
NVOC 014: College Community Orchestra  
Delete from catalog

6) **Course Change**  
**Item 1819-180**  
NVOC 005, 285, 291, 292, 293, 294  
Prefix From: NVOC  
To: NART

7) **Certificate Change**  
**Item 1819-181**  
CoA – Computer Information Technology/Network Administrator  
*Course Title Change*

8) **Degree Change**  
**Item 1819-182**  
A.S. – Computer Information Technology/Network Administrator  
*Course Title Changes*

B) **Second Readings:**

Michelle Pilati moved to pull items 1819-149 thru 1819-152 for second read until Lab Content is updated; seconded by Mike Slavich.

____X____ Approved  ____ Not Approved  ____ Tabled

It was moved by Mike Slavich; seconded by Ted Preston and approved by the Committee to approve items 1819-060 (LIT 147H), 1819-145 thru 1819-148 and 1819-153 thru 1819-174 for second read.

1) **Course Revision**  
**Item 1819-145**  
ART 120: Two Dimensional Design  
*Hours: From:* 54 Lec/54 Lab/108 Total  
*To:* 36 Lec/72 Lab/108 Total  
*Advisory: From:* READ 022  
*To:* READ 043  
Revise content and update text

2) **Course Revision**  
**Item 1819-146**  
ART 131: Freehand Drawing II  
*Hours: From:* 27 Lec/81 Lab/108 Total  
*To:* 36 Lec/72 Lab/108 Total  
Revise content and update text
3) Course Revision  
Item 1819-147  
ART 141: Ceramics II  
Advisory: From: ENGL 030/034/READ 022  
To: ENGL 035/ENLA 100/READ 043  
Description Change  
Revise content and update text

4) Course Revision  
Item 1819-148  
ART 146: Introduction to Sculpture  
Hours: From: 27 Lec/81 Lab/108 Total  
To: 36 Lec/72 Lab/108 Total  
Revise content and update text

5) Course Revision  
Item 1819-149  
ART 233: Freehand Drawing III  
Advisory: From: READ 022 To: READ 043  
Revise content and update text

6) Course Revision  
Item 1819-150  
ART 234: Watercolor Painting  
Advisory: From: READ 022 To: READ 043  
Revise content and update text

7) Course Revision  
Item 1819-151  
ART 235: Advanced Painting I  
Advisory: From: ENGL 030/ENLA 034  
To: ENGL 035/ENLA 100  
Revise content and update text

8) Course Revision  
Item 1819-152  
ART 236: Advanced Painting II  
Revise content and update text

9) Course Revision  
Item 1819-153  
HS 051: CNA Acute Care Training Course  
Advisory: Remove: MATH 020/020C  
Description Change  
Revise content and update text

10) Course Revision  
Item 1819-154  
HS 051L: CNA Acute Care Training Lab  
Units: From: 1.0 To: 1.5  
Hours: From: 54 Lab To: 81 Lab  
Advisory: Add: ENGL 035/ENLA 100 and READ 043  
Description Change  
Revise content and update text
11) **Course Revision**  
**Item 1819-155**  
HS 054: Beginning Terminology for Healthcare Workers  
**TOP Code** From: 1230.80 To: 1201.00  
**SAM Code** From: “D” Possibly To: “C” Clearly  
**Advisory** Remove: MATH 020/020C  
**Description Change**  
Revise content and update text

12) **Course Revision**  
**Item 1819-156**  
LIB 101: Fundamentals of Library Research  
**Title To** Research Skills & Information Intelligence  
**Advisory** From: CIT 100A To: CIT 051  
**Description Change**  
Revise content and update text

13) **Course Revision**  
**Item 1819-157**  
MUS 120: Concert Choir I  
**Title To** Concert Choir  
**Hours** From: 9 Lec/27 Lab/36 Total To: 54 Lab Hours  
Revise content and update text

14) **Course Revision**  
**Item 1819-158**  
MUS 150: Beginning Guitar  
**Advisory** Remove: ENGL 035/ENLA 100  
Revise content and update text

15) **Course Revision**  
**Item 1819-159**  
MUS 151: Intermediate Guitar  
**Hours** From: 18 Lec/27 Lab/45 Total To: 27 Lecture  
**Advisory** Remove: ENGL 035/ENLA 100  
Revise content and update text

16) **Course Revision**  
**Item 1819-160**  
MUS 156: Musicianship III  
**Hours** From: 9 Lec/27 Lab/45 Total To: 54 Lab  
Revise content and update text

17) **Course Revision**  
**Item 1819-161**  
MUS 157: Musicianship IV  
**Hours** From: 9 Lec/27 Lab/45 Total To: 54 Lab  
Revise content and update text
18) **Non Credit Course Revision**  
*Item 1819-162*  
NVOC 051: CNA Acute Care Training Course  
Prefix Change: To: NHSN  
Advisory: Add: ENGL 035/ENLA 100 and READ 043  
Prerequisite: Add: NHSN 050/NHSN 050L  
Corequisite: Add: NHSN 051L  
Revise content and update text

19) **Non Credit Course Revision**  
*Item 1819-163*  
NVOC 051L: CNA Acute Care Training Lab  
Prefix: To: NHSN  
Hours: From: 54 Lab To: 81 Lab  
Advisory: Add: ENGL 035/ENLA 100 and READ 043  
Prerequisite: Add: NHSN 050/NHSN 050L  
Corequisite: Add: NHSN 051  
Description Change  
Revise content and update text

20) **Request to Offer a Course via Distance Education**  
*Item 1819-164*  
HS 051: Certified Nurse Assistant Acute Care  
ONLINE

21) **Request to Offer a Course via Distance Education**  
*Item 1819-165*  
HS 054: Beginning Terminology for Healthcare Workers  
ONLINE

22) **Request to Offer a Course via Distance Education**  
*Item 1819-166*  
NHSN 051: Certified Nurse Assistant Acute Care  
ONLINE

23) **Request to Offer a Course via Distance Education**  
*Item 1819-167*  
PHIL 124: History of Philosophy: Ancient  
ONLINE

24) **Request to Offer a Course via Distance Education**  
*Item 1819-168*  
PHIL 126: History of Philosophy: Modern  
ONLINE

25) **Request to Offer a Course via Distance Education**  
*Item 1819-169*  
PHIL 128: Intro to Political Philosophy  
ONLINE

26) **Request to Offer a Course via Distance Education**  
*Item 1819-170*  
PHIL 135: Philosophy & Contemporary Issues
ONLINE

27) Request to Offer a Course via Distance Education
   Item 1819-171  PHIL 140: Philosophy of Religion
   ONLINE

28) Request to Offer a Course via Distance Education
   Item 1819-172  PHIL 325: Applied & Professional Ethics
   ONLINE

29) Request to Offer a Course via Distance Education
   Item 1819-173  SPCH 100: Interpersonal Communication
   ONLINE

30) Certificate Change
   Item 1819-174  Fitness Specialist
                  Added Additional Course options

C) First Readings:

1) Course Revision
   Item 1819-183  COUN 105: Orientation and Education Planning
                   Description Change
                   Revise content and update text
                   p.40

   It was moved by Dorali Pichardo-Diaz; seconded by Ryan Carey.

   _X_ Approved  ____ Not Approved  ____ Tabled

2) Course Revision
   Item 1819-184  GDSN 178: Digital Imaging Design
                   Advisory: Remove: ENGL 030/ENLA 034 & READ 022
                   Add: ENGL 035/ENLA 100 & READ 043
                   Description Change
                   Revise content and update text
                   p.44

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

   _X_ Approved  ____ Not Approved  ____ Tabled

3) Course Revision
   Item 1819-185  KINA 103: Softball I
Advisory: Remove: ENGL 030/ENLA 034
READ 022
Add: ENGL 035/ENLA 100

TOP Code: From: 0835.00 To: 0835.50
Revise content and update text
p.50

Possible Correction: Check on a READ Advisory

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

__X_ Approved ___ Not Approved ___ Tabled

4) New Course
Item 1819-186
KINA 151: Strength and Conditioning for Intercollegiate Athletics
Units: 1.0
Hours: 54 Lab Hours
Advisory: READ 043 or appropriate placement
p.54

Correction Needed: SAM Code change to “E” Non Occupational

It was moved by Ryan Carey; seconded by Rose Marie Gaw.

__X_ Approved ___ Not Approved ___ Tabled

5) New Course
Item 1819-187
KINA 210: Futsal (Indoor Soccer) II
Units: 1.0
Hours: 54 Lab Hours
Advisory: KINA 110
p.58

Correction Needed: SAM Code “E” Non Occupational/Change Futsal to lower case in Needs/Justification/Description correct 2nd word to “advanced”

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

__X_ Approved ___ Not Approved ___ Tabled
6) **Course Revision**  
**Item 1819-188**  
**LIT 147: Cinema as Literature**
**Description Change**
Revise content and update text
p.62

*Correction Needed: Textbooks add Rationale*

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

____X____ Approved  ____ Not Approved  ____ Tabled

7) **Course Revision**  
**Item 1819-189**  
**LOG 110: Warehouse Management**
**Advisory: From:** CIT 042  **To:** CIT 051  
Revise content and update text
p.67

It was moved by Alex Gardos; seconded by Rose Marie Gaw.

____X____ Approved  ____ Not Approved  ____ Tabled

8) **Course Revision**  
**Item 1819-190**  
**LOG 115: Inventory Management**
**Advisory: From:** CIT 042  **To:** CIT 051  
Revise content and update text
p.72

It was moved by Alex Gardos; seconded by Ryan Carey.

____X____ Approved  ____ Not Approved  ____ Tabled

9) **Course Revision**  
**Item 1819-191**  
**LOG 120: Transportation Management**
**Advisory: From:** CIT 042  **To:** CIT 051  
Revise content and update text
p.76

It was moved by Janet Cha; seconded by Rose Marie Gaw.

____X____ Approved  ____ Not Approved  ____ Tabled

10) **Course Revision**  
**Item 1819-192**  
**LOG 125: Contract Management**
**Advisory: From:** CIT 042  **To:** CIT 051
11) **Course Revision**
   **Item 1819-193**
   **LOG 130: Computerized Logistics**  
   **Advisory:** From: CIT 042  
   **To:** CIT 051
   Revise content and update text
   p.80

   It was moved by Ryan Bronkar; seconded by Janet Cha.

   __X__ Approved  ____ Not Approved  ____ Tabled

12) **Course Revision**
   **Item 1819-194**
   **LOG 135: Quality Management Concepts**  
   **Advisory:** From: CIT 042, LOG 101  
   **To:** CIT 051, LOG 105
   Revise content and update text
   p.84

   It was moved by Jodi Senk; seconded by Ted Preston.

   __X__ Approved  ____ Not Approved  ____ Tabled

13) **New Course**
   **Item 1819-195**
   **MATH 003: Mathematics Acceleration**  
   **Units:** 1.0  
   **Hours:** 18 Lecture  
   **Advisory:** READ 043 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment
   p.92

   It was moved by Rose Marie Gaw; seconded by Jay Ribaya.

   __X__ Approved  ____ Not Approved  ____ Tabled

14) **New Course**
   **Item 1819-196**
   **MATH 013E: Essential Topics for Statistics**  
   **Units:** 1.0
**Correction Needed: Textbooks add ISBN#’s**

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

___ Approved   ___ Not Approved   ___ Tabled

15) **New Course**  
**Item 1819-197**  
**MATH 015E: Essential Topics for Quantitative Reasoning in Today’s World**  
Units: 2.0  
Hours: 36 Lecture  
Advisory: READ 043 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment  
Corequisite: MATH 150  
p.100  

**Possible Correction: Check on title “Today’s World”**

It was moved by Ted Preston; seconded by Jim Newman.

___ Approved   ___ Not Approved   ___ Tabled

16) **New Course**  
**Item 1819-198**  
**MATH 016E: Essential Topics for College Algebra**  
Units: 1.0  
Hours: 18 Lecture  
Advisory: READ 043 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment  
Corequisite: MATH 160  
p.104  

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

___ Approved   ___ Not Approved   ___ Tabled
17) **New Course**  
**Item 1819-199**  
**MATH 017E: Essential Topics for Plane Trigonometry**  
*Units:* 1.0  
*Hours:* 18 Lecture  
*Advisory:* READ 043 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment  
*Corequisite:* MATH 175  
*p.108*  

*Correction Needed: Textbooks add ISBN#’s*  

It was moved by Rose Marie Gaw; seconded by Alex Gardos.  

___X_ Approved  
___ Not Approved  
___ Tabled

18) **New Course**  
**Item 1819-200**  
**MATH 018E: Essential Topics for Pre-Calculus**  
*Units:* 1.0  
*Hours:* 18 Lecture  
*Advisory:* READ 043 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment  
*Corequisite:* MATH 180  
*p.112*  

It was moved by Sharon Bell; seconded by Ted Preston.  

___X_ Approved  
___ Not Approved  
___ Tabled

19) **Course Revision**  
**Item 1819-201**  
**MGMT 108: Business Writing**  
*Advisory:* Remove: MGMT 050  
Revise content and update text  
*p.116*  

It was moved by Janet Cha; seconded by Jodi Senk.  

___X_ Approved  
___ Not Approved  
___ Tabled

20) **Course Revision**  
**Item 1819-202**  
**SPCH 101H: Public Speaking Honors**
Revise content and update text

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

__X_ Approved  ____ Not Approved  ____ Tabled

*Correction needed: Justification remove UC add IGETC/Textbook ISBN#’s*

21) **Request to Offer a Course via Distance Education**

**Item 1819-203**  
POLS 128: Introduction to Political Philosophy  
ONLINE  

p.125

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

__X_ Approved  ____ Not Approved  ____ Tabled

22) **RHC/CSU GE/IGETC Request**

**Item 1819-204**  
ENGL 101S/101SP: College Composition And Research  
RHC GE: Area 1b, 8a  
CSU GE: Area A2  
IGETC: Area 1A  

p.131

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

__X_ Approved  ____ Not Approved  ____ Tabled

23) **RHC/CSU GE/IGETC Request**

**Item 1819-205**  
LIT 147H: Cinema as Literature Honors  
RHC GE: Area 7B  
CSU GE: Area C2  
IGETC: Area 3B  

p.132

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

__X_ Approved  ____ Not Approved  ____ Tabled

24) **RHC/CSU GE/IGETC Request**

**Item 1819-206**  
MATH 130S: Statistics with Support  
RHC GE: Area 2 and 8B
CSU GE: Area B4
IGETC: Area 2
p.133

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

_X_ Approved _____ Not Approved _____ Tabled

**25) RHC/CSU GE/IGETC Request**

**Item 1819-207**  MATH 150: Quantitative Reasoning in Today's World
RHC GE: Area 2 and 8B
CSU GE: Area B4
IGETC: Area 2
p.135

It was moved by Jannine Livingston; seconded by Ryan Bronkar.

_X_ Approved _____ Not Approved _____ Tabled

**26) RHC/CSU GE/IGETC Request**

**Item 1819-208**  MATH 160S: College Algebra with Support
RHC GE: Area 2 and 8B
CSU GE: Area B4
IGETC: Area 2
p.136

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

_X_ Approved _____ Not Approved _____ Tabled

**27) RHC/CSU GE/IGETC Request**

**Item 1819-209**  MATH 175S: Plane Trigonometry with Support
RHC GE: Area 2 and 8B
CSU GE: Area B4
IGETC: Area 2
p.138

*Correction Needed: Remove IGETC Area 2*

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

_X_ Approved _____ Not Approved _____ Tabled
28) RHC/CSU GE/IGETC Request

**Item 1819-210**  
MATH 180S: Pre-Calculus with Support  
RHC GE: Area 2 and 8B  
CSU GE: Area B4  
IGETC: Area 2  
p.140

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

__X_ Approved   ____ Not Approved   ____ Tabled

29) New Certificate

**Item 1819-211**  
CoA – Computer Information Technology/Network Technician  
18 Units  
p.142

It was moved by Dana Arazi; seconded by Ryan Carey.

__X_ Approved   ____ Not Approved   ____ Tabled

30) New Certificate

**Item 1819-212**  
CoA – Computer Information Technology/Cloud Computing Practitioner  
16 – 19 Units  
p.148

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

__X_ Approved   ____ Not Approved   ____ Tabled

31) New Certificate

**Item 1819-213**  
CoA – Dance  
18 Units  
p.153

It was moved by Jim Newman; seconded by Mike Slavich.

__X_ Approved   ____ Not Approved   ____ Tabled

32) New Certificate

**Item 1819-214**  
CoA – Basic Fire Academy  
18 Units  
p.161
Correction Needed: Title to: Basic Fire Academy Recruit Class

It was moved by Jodi Senk; seconded by Rose Marie Gaw.

__X_ Approved    ____ Not Approved    ____ Tabled

33) Certificate Change
Item 1819-215  CoA – Accounting
Course changes and addition
p.168

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

__X_ Approved    ____ Not Approved    ____ Tabled

34) Degree Change
Item 1819-216  A.S. - Accounting
Course changes and addition
p.171

It was moved by Janet Cha; seconded by Alex Gardos.

__X_ Approved    ____ Not Approved    ____ Tabled

35) Certificate Change
Item 1819-217  CoA – Coaching of Sports
Course Changes
p.174

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

__X_ Approved    ____ Not Approved    ____ Tabled

36) Certificate Change
Item 1819-218  CoA – International Business
Units: From: 18-19 To: 18
Course additions
p.177

It was moved by Rose Marie Gaw; seconded by Janet Cha.

__X_ Approved    ____ Not Approved    ____ Tabled

37) Certificate Change
Item 1819-219  COA – Computer Information Technology/
Computer Systems
Units: From: 23 To: 19 – 21
Course Changes
Description Change
p.180

It was moved by Alex Gardos; seconded by Mike Slavich.
___ Approved  ____ Not Approved  ____ Tabled

38) Degree Change
Item 1819-220  A.S. – Computer Information Technology/Computer Systems
Units: From: 23 To: 19 – 21
Course Changes
Description Change
p.183

It was moved by Janet Cha; seconded by Dana Arazi.
___ Approved  ____ Not Approved  ____ Tabled

39) Certificate Change
Item 1819-221  CoA – Computer Information Technology/Office Technologies
Course Changes
p.186

It was moved by Janet Cha; seconded by Dana Arazi.
___ Approved  ____ Not Approved  ____ Tabled

40) Degree Change
Item 1819-222  A.S. – Computer Information Technology/Office Technologies
Course Changes
p.189

It was moved by Alex Gardos; seconded by Janet Cha.
___ Approved  ____ Not Approved  ____ Tabled

41) Certificate Change
Item 1819-223  CoA - Computer Information Technology/System Administrator
Course Changes

42) Degree Change

**Item 1819-224**

A.S. – Computer Information Technology/ System Administrator

Course Changes

p.192

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

__X_ Approved    ____ Not Approved    ____ Tabled

43) Certificate Change

**Item 1819-225**

Career Certificate – Desktop Technician

Course Addition

Units: From: 10 To: 13

p.195

It was moved by Ryan Carey; seconded by Mike Slavich.

__X_ Approved    ____ Not Approved    ____ Tabled

44) Certificate Change

**Item 1819-226**

Career Certificate – Entry Network Technician

Course Addition

Units: From: 9 To: 12

p.198

It was moved by Mike Slavich; seconded by Janet Cha.

__X_ Approved    ____ Not Approved    ____ Tabled

45) Certificate Change

**Item 1819-227**

Career Certificate – PC Repair Technician

Course Addition

Units: From: 7 To: 10

p.201

It was moved by Jay Ribaya; seconded by Ted Preston.

__X_ Approved    ____ Not Approved    ____ Tabled
It was moved by Alex Gardos; seconded by Janet Cha.

__X_ Approved  ____ Not Approved  ____ Tabled

It was moved by Mike Slavich; seconded by Jim Newman to move forward with the CSU GE Request for COUN 104 pending meetings between KDA/Counseling departments. It was agreed that the course would not be offered for credit in Area E until all parties are satisfied and CSU GE Area E approval is granted.

__X_ Approved  ____ Not Approved  ____ Tabled

46) CSU GE Request

Item 1819-228  COUN 104: Stress and Anxiety Management for Emotional Well-Being
CSU GE: Area E
p.207

It was moved by Dorali Pichardo-Diaz; seconded by Ryan Carey.

__X_ Approved w/3 abstentions  ____ Not Approved  ____ Tabled

III. UNFINISHED BUSINESS:

A motion was made by Mike Slavich; seconded by Alex Gardos and approved by the committee to move item 1819-060 to second read.

1) 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

A motion was made by Mike Slavich; seconded by Ted Preston and approved by the committee to pull item 1819-095 from unfinished business and return to originator for updates.

2) Course Revision
   Item 1819-095  RDIO 104: Introduction to Broadcasting
   Revise content and update text
IV. DISCUSSION ITEMS/ATTACHMENT:

1. Using “placement” instead of “assessment” – No report

2. Revised DE Addendum (see attachment - page 208) - No report

3. Going paperless - No report

V. ADJOURNMENT: The meeting adjourned at 12:33 p.m.