Rio Hondo Community College District

Curriculum Committee

Minutes

Wednesday, April 24, 2019 Board Room

Voting Members Present: Dana Arazi, Sharon Bell, Ryan Carey, Janet Cha, Marius Dornean, Alex Gardos, Rose Marie Gaw, Mike Javanmard, Patti Luna, Jim Newman, Michelle Pilati, Dorali Pichardo-Diaz, Ted Preston, Elizabeth Ramirez, Jay Ribaya, Claudia Rivas, Warren Roberts, Mutsuno Ryan, Christian Vaca

Voting Members Absent: Jannine Livingston, Moises Mata, Jodi Senk, Mike Slavich, Arlette Raigosa (ASB Representative)

Non-Voting Members: Rose Sanceda

Guests: Francisco Suarez

I. Approval of the minutes for the meeting held on April 17, 2019

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

   _X_ Approved w/ 1 opposition ___ Not Approved ___ Tabled

II. ACTION ITEMS:

   A) Approval of Consent Agenda:

      Course Change
      Item 1819-355 TCED 045, 046, 070, 080
      Delete from catalog

      It was moved by Dana Arazi; seconded by Jim Newman.

      _X_ Approved ___ Not Approved ___ Tabled

   B) Second Readings:

      It was moved by Jim Newman; seconded by Dana Arazi to table item
      1819-328 and move to unfinished business pending clarification of
      MATH advisory. In addition, it was determined that “Public Safety
      Officer” would be added to the titles of NAJ 003 and 006 in order to make
      the target audience explicit.

      _X_ Approved ___ Not Approved ___ Tabled
It was moved by Ted Preston; seconded by Jim Newman and approved by the committee to approve items **1819-329 through 1819-354** for second read as a group:

**New Course (TABLED)**

**Item 1819-328**  
**ART 145: Glaze Composition**  
---  
**Units:** 3.0  
---  
**Hours:** 36 Lecture/72 Lab  
---  
**Prerequisite:** ART 140 or ART 142  
---  
**Advisory:** MATH 062 or appropriate placement

**Course Revision**

**Item 1819-329**  
**FTEC 103: Fire Behavior and Combustion**  
---  
**Description:** Punctuation  
Revise content and update text

**Course Revision**

**Item 1819-330**  
**FTEC 104: Fire Prevention Technology**  
---  
**Description:** Punctuation  
Revise content and update text

**Course Revision**

**Item 1819-331**  
**FTEC 105: Building Construction for Fire Protection**  
---  
Revise content and update text

**Course Revision**

**Item 1819-332**  
**FTEC 106: Fire Protection Equipment and Systems**  
---  
**Description:** Punctuation

**Course Revision**

**Item 1819-333**  
**FTEC 107: Hazardous Materials I**  
---  
Revise content and update text

**Course Revision**

**Item 1819-334**  
**FTEC 108: Hazardous Materials II**  
---  
Revise content and update text

**Course Revision**

**Item 1819-335**  
**FTEC 109: Fire Fighting Tactics and Strategy**  
---  
**Description:** Replace “tactical” with “incident action”  
Revise content and update text

**Course Revision**

**Item 1819-336**  
**HET 121: Introduction to Heavy Equipment Maintenance**  
---  
**Description:** Minor changes
<table>
<thead>
<tr>
<th>Course Revision</th>
<th>Item 1819-337</th>
<th>HET 122: Introduction to Heavy Equipment Electrical and Diagnostic Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Description:</strong> Minor changes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Revision</th>
<th>Item 1819-338</th>
<th>HET 123: Introduction to Heavy Equipment Mobile Hydraulics</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Description:</strong> Minor changes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Revision</th>
<th>Item 1819-339</th>
<th>HET 124: Introduction to Heavy Equipment Powertrains</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Description:</strong> Minor changes</td>
</tr>
</tbody>
</table>

**New Course**

<table>
<thead>
<tr>
<th>Item 1819-340</th>
<th>HET 125: Introduction to Diesel Engines, Fuel Systems and Emissions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units: 3.0</td>
<td><strong>Hours:</strong> 45 Lecture/27 Lab</td>
</tr>
<tr>
<td>Advisory: ENGL 035 or ENLA 100 or appropriate placement; READ 043 or appropriate placement</td>
<td></td>
</tr>
</tbody>
</table>

**New Course**

<table>
<thead>
<tr>
<th>Item 1819-341</th>
<th>HMLD 200: Foundations of Critical Infrastructure Protection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units: 3.0</td>
<td><strong>Hours:</strong> 54 Lecture</td>
</tr>
<tr>
<td>Advisory: ENGL 035 or ENLA 100 or appropriate placement; READ 043 or appropriate placement</td>
<td></td>
</tr>
</tbody>
</table>

**New Non-Credit Course**

<table>
<thead>
<tr>
<th>Item 1819-342</th>
<th>NAJ 001: Public Safety Careers Exploration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hours: 8 Lecture</td>
<td></td>
</tr>
</tbody>
</table>

**New Non-Credit Course**

<table>
<thead>
<tr>
<th>Item 1819-343</th>
<th>NAJ 003: Public Safety Officer - Lifetime Wellness and Stress Management I</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hours: 8 Lecture</td>
<td></td>
</tr>
</tbody>
</table>

**New Non-Credit Course**

<table>
<thead>
<tr>
<th>Item 1819-344</th>
<th>NAJ 004: Introduction to Laws of Arrest/Search and Seizure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hours: 4 Lecture</td>
<td></td>
</tr>
</tbody>
</table>
Item 1819-345  NAJ 005: Fundamentals of Report Writing  
Hours: 8 Lecture

New Non-Credit Course  
Item 1819-346  NAJ 006: Public Safety Officer - Lifetime Wellness and Stress Management II  
Hours: 6 Lecture

New Non-Credit Course  
Item 1819-347  NAJ 007: PELLETB: Exam Preparation  
Hours: 4 Lecture

Course Revision  
Item 1819-348  PHIL 110: Critical Thinking  
Revise content and update text

Course Revision  
Item 1819-349  PHIL 110H: Critical Thinking Honors  
Revise content and update text

Course Revision  
Item 1819-350  PHIL 115: Symbolic Logic  
Revise content and update text

Request to Offer a Course via Distance Education  
Item 1819-351  ANTH 101L: Physical Anthropology Lab  
Online

Request to Offer a Course via Distance Education  
Item 1819-352  FR 201: French III  
Hybrid

Request to Offer a Course via Distance Education  
Item 1819-353  FR 202: French IV  
Hybrid

Request to Offer a Course via Distance Education  
Item 1819-354  MATH 150: Quantitative Reasoning in Today's World  
Online

C) First Readings:

Course Revision  
Item 1819-356  ART 252: Advanced Printmaking  
TOP Code: From: 1009.00 To: 1002.00  
Description  
Revise content and update text

It was moved by Alex Gardos; seconded by Ted Preston.
Course Revision
Item 1819-357  CD 106: Child Growth and Development
Description
Revise content and update text

Correction Needed: Change explanation: Remove C-ID reference

It was moved by Alex Gardos; seconded by Patti Luna.

Course Revision
Item 1819-358  CD 111: Early Childhood Education Curriculum
Description
Revise content and update text

Correction Needed: Change explanation: Remove C-ID reference

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

Course Revision
Item 1819-359  EDEV 030: English Skills
Revise content and update text

It was moved by Alex Gardos; seconded by Jim Newman.

Course Revision
Item 1819-360  EDEV 134: Study Techniques
Revise content and update text

Correction Needed: Needs/Justification correct Title for READ 134

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

Course Revision
Item 1819-361  FAC 043: Advanced Fire Course
Units: From: .074 to 1.482
   To: .148 to 2.962
Description: Punctuation
Revise content and update text
It was moved by Alex Gardos; seconded by Ted Preston.

__X_ Approved  ___ Not Approved  ____ Tabled

**Course Revision**  
**Item 1819-362**  
FTEC 102: Principles of Fire & Emergency Services Safety & Survival  
**Description:** (one word)  
Revise content and update text

It was moved by Patti Luna; seconded by Rose Sanceda.

__X_ Approved  ___ Not Approved  ____ Tabled

**Course Revision**  
**Item 1819-363**  
FTEC 110: Rescue Practices  
**Description:** Punctuation  
Revise content and update text

*Correction Needed: Course Content 1b – First Aider to First Aid Responder*

It was moved by Alex Gardos; seconded by Rose Sanceda.

__X_ Approved  ___ Not Approved  ____ Tabled

**Course Revision**  
**Item 1819-364**  
FTEC 150: Truck Academy Operations  
**Units:** From: 2.0 To: 2.5  
**Hours:** From: 20 Lecture/60 Lab  
To: 25 Lecture/60 Lab  
**Prerequisite:** Add: FAC 118  
Revise content and update text

*Correction Needed: Need/Justification – Add “environment” to 1st sentence*

It was moved by Jim Newman; seconded by Alex Gardos.

__X_ Approved  ___ Not Approved  ____ Tabled

**Course Revision**  
**Item 1819-365**  
FTEC 290: CWE/Internship for Fire Technology Related Fields  
Revise content and update text

It was moved by Rose Marie Gaw; seconded by Jim Newman.

__X_ Approved  ___ Not Approved  ____ Tabled

**Course Revision**
Item 1819-366  MUS 135: Music in Film
Revise content and update text

It was moved by Rose Marie Gaw; seconded by Ted Preston.

__X_ Approved   ___ Not Approved   ____ Tabled

Course Revision
Item 1819-367  MUS 136: History of Jazz
Revise content and update text

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

__X_ Approved   ___ Not Approved   ____ Tabled

New Non-Credit Course
Item 1819-368  NAJ 002: Employment Readiness: Oral Interview and Personal History
Hours: 8 Lecture

Correction Needed: Add Public Safety Officer to Title

It was moved by Jim Newman; seconded by Patti Luna.

__X_ Approved   ___ Not Approved   ____ Tabled

New Non-Credit Course
Item 1819-369  NVOC 021: OSHA 10 for General Industry
Hours: 14 – 18 Lecture Hours

Correction Needed: Text – Add OSHA published materials & most recent version

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

__X_ Approved   ___ Not Approved   ____ Tabled

New Non-Credit Course
Item 1819-370  NVOC 027: OSHA 10 for Construction Trades
Hours: 14 – 18 Lecture Hours

Correction Needed: Text – Add most recent version

It was moved by Ted Preston; seconded by Patti Luna.

__X_ Approved   ___ Not Approved   ____ Tabled

Course Revision
Item 1819-371  PHIL 325: Applied and Professional
Ethics
Advisory: From: ENGL 201 or ENGL 201H
To: ENGL 201 or ENGL 201H
or PHIL 110 or PHIL 110H
Description
Revise content and update text

Correction Needed: Explain Changes - Correct spelling of “prerequisite”
& Text - check dates and editions of 2014 texts

It was moved by Ted Preston; seconded by Rose Marie Gaw.

__X_ Approved  ___ Not Approved  ____ Tabled

Course Revision
Item 1819-372  TCED 044: OSHA Workplace Safety
Title: To: OSHA -10 for the Workplace
TOP Code: From: 0956.00 To: 0956.70
Description: Minor changes
Revise content and update text

Correction Needed: Text - check year of OSHA Workbook

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

__X_ Approved  ___ Not Approved  ____ Tabled

Request to Offer a Course via Distance Education
Item 1819-373  AUTO 370: Standard Accounting Systems of the Automotive Industry
Hybrid

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

__X_ Approved  ___ Not Approved  ____ Tabled

Request to Offer a Course via Distance Education
Item 1819-374  AUTO 430: Finance & Insurance Regulations for the Automotive Industry
Hybrid

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

__X_ Approved  ___ Not Approved  ____ Tabled

Request to Offer a Course via Distance Education
Item 1819-375  AUTO 450: Variable & Fixed Operations of the Automotive Industry
Hybrid
Correction Needed: 1A – Correct Course# 

It was moved by Jay Ribaya; seconded by Jim Newman.

_X_ Approved  ___ Not Approved  ____ Tabled

New Certificate
Item 1819-376  Certificate of Achievement in Health Science Preparation
Units: 21.5

Correction Needed: Spell out Certificate Name – “Preparation”

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

_X_ Approved  ___ Not Approved  ____ Tabled

Degree Change
Item 1819-377  A.A. in Art
Title: To: A.A. in Studio Art
Description
Course Additions

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

_X_ Approved  ___ Not Approved  ____ Tabled

It was moved by Alex Gardos; seconded by Dana Arazi and approved by the committee to approve items 1819-378 through 1819-380 - Requests for Assigning Courses to Disciplines.

Request for Assigning Courses to Discipline
Item 1819-378  Biotechnology

Request for Assigning Courses to Discipline
Item 1819-379  Graphic Design

Request for Assigning Courses to Discipline
Item 1819-380  Homeland Security

Dana Arazi motioned for the First Read items to be granted Second Read approval; seconded by Alex Gardos and approved by the committee.
III. UNFINISHED BUSINESS:

Course Revision
Item 1819-293 ART 180: Art Gallery Display Design
Title: To: Gallery and Exhibit Design
Units: From: 2 units to 3 units
Hours: From: 18 Lecture/54 Lab
To: 36 Lecture/72 Lab
Description

First Read 03/13/19. Pending TOP Code clarification

IV. DISCUSSION ITEMS/ATTACHMENT:

1. Assigning Courses to Disciplines

Michelle read a proposal to the committee in regards to Assigning Courses to Discipline. The proposal was written to clarify “ownership” of courses and course responsibilities in regards to course updates, SLO’s, and course review. She will email the committee the document and asked members to review and bring any changes or additions to the next meeting.

2. Course Preparation

Michelle informed the committee that several MATH courses will not be offered in the future. i.e., MATH 020, 030, 050, 070. Her concern is that these courses are listed as advisories and prerequisites for other courses and how can we list something we are no longer offering? She asked the committee members to consider new language to use in lieu of listing course numbers in the upcoming catalog. Conversation to be continued at next meeting.

V. ADJOURNMENT:

Michelle Pilati adjourned the meeting at 12:17 p.m.