

**Rio Hondo Community College District  
Curriculum Committee  
Minutes  
Wednesday, August 21, 2019 – Board Room**

**Voting Members Present:** Dana Arazi, Sharon Bell, Ryan Carey, Janet Cha, Mike Garabedian, Alex Gardos, Rose Marie Gaw, Lydia Gonzalez, Jannine Livingston, Patti Luna, Moises Mata, Juana Mora, Jim Newman, Michelle Pilati, Doralí Pichardo-Díaz, Elizabeth Ramirez, Melissa Rifino-Juarez, Claudia Rivas, Warren Roberts, Mutsuno Ryan, Jodi Senk, Mike Slavich, Christian Vaca

**Voting Members Absent:**

**Non-Voting Members:** Rose Sanceda

**Guests:** Yolanda Emerson, Francisco Suarez, Charlene Jin

**I. 2019-2020 CURRICULUM TRAINING**

Dana Arazi conducted CurriQunet training for covering the creation of new courses and course revisions. A PowerPoint is available at Curriculum.danaarazi.com for further information and guidelines pertaining to curriculum rules and guidelines. Training will continue at the next meeting.

**II. CURRICULUM DEADLINES**

Michelle Pilati announced that in order for new courses, revisions, and programs to be included in the 2020/2021 catalog curriculum must be included on the November 6<sup>th</sup> agenda at the latest. All curriculum should be through the CurriQunet approval que by noon on October 31<sup>st</sup> for inclusion on this agenda.

Michelle also asked committee members to review their division matrices to see when courses were last revised. If over five years perhaps the division should discuss possible removal from the catalog.

**III. ACTION ITEMS**

**A) Approval of Consent Agenda:**

**Item 1920-001**

**Request for Assigning Courses to Discipline**

Art

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

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Approved       Not Approved       Tabled

**B) Second Readings: *No Items***

**C) First Readings**

**Item 1920-002**

**Non-Credit Course Revision**

**NBAS 010 Supervised Tutoring in Mathematics**

**Description**

Trained tutors will individually help students who need assistance in attaining comprehension and competency in mathematical learning skills. This course is designed to supplement the instruction in mathematics courses and other courses with mathematical content. This course is open-entry/open-exit.

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

Approved       Not Approved       Tabled

**Item 1920-003**

**Credit Course Revision**

**CD 208 Child, Family, and Community**

**Units 3.00**

**Description**

This course is designed for students desiring to work with children in a group setting, as well as for parents and others who wish to further their understanding of how the socio-cultural environment affects the developing child. The course examines the historical and contemporary interrelationship of family, school and community on child development. The process of socialization and identity formation will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. This course meets the Department of Social Services Classification Indicator DS2 and the State of California Department of Education Title 5 Child Development.

It was moved by **Jim Newman** seconded by **Ryan Carey**.

Approved       Not Approved       Tabled

**IV. UNFINISHED BUSINESS: *No Items***

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**V. DISCUSSION ITEMS/ATTACHMENT**

**1. CTE Curriculum Review Process**

Mike Slavich presented an overview of processes for preparation and submission of CTE courses and programs. He stated that all CTE curriculum, credit and noncredit, should include a review of LMI (Labor Market Information) data. Mike provided the website of coecc.net to be used for pulling LMI data and demonstrated how to use the website. He also offered assistance by his department to anyone having problems maneuvering the website.

**2. Bylaws**

Michelle asked members to review the Bylaws. She pointed out some updates in regards to number of representatives by division.

Dorali Pichardo-Diaz asked for clarity on Item D – Administrators

Jim Newman questioned #2 under Procedures. His concern was that the Bylaws should be more clear as to who needs to be in attendance when a new course is presented to the committee.

Michelle will rework the wording on both items and present again at the next meeting.

**VI. ADJOURNMENT**

Michelle Pilati announced September 4, 2019 for the next meeting. Meeting adjourned at 12:25 P.M.