

**Rio Hondo Community College District
Curriculum Committee
Minutes
Wednesday, February 19, 2020 – Board Room**

Voting Members Present: Dana Arazi, Sharon Bell, Mike Garabedian, Alex Gardos, Rose Marie Gaw, Lydia Gonzalez, Sean Hughes, Jannine Livingston, Patti Luna, Elizabeth Ramirez, Melissa Rifino-Juarez, Warren Roberts, Mutsuno Ryan, Mike Slavich, Jennifer Tanaka, Christian Vaca

Non-Voting Members Present: Rose Sanceda

Voting Members Absent: Ryan Carey, Janet Cha, Juana Mora, Moises Mata, Jim Newman, Dorali Pichardo-Diaz, Claudia Rivas, Student Representative

Guests: Yolanda Emerson, Francisco Suarez

I. APPROVAL OF THE MINUTES FROM THE MEETING ON FEBRUARY 12, 2020

It was moved by Elizabeth Ramirez; seconded by Rose Marie Gaw.

Approved/w 1 abstention Not Approved Tabled

II. PUBLIC COMMENT: *No Report*

III. ACTION ITEMS

A) Approval of Consent Agenda:

Item 1920-306
Course Change
MGMT 155 Principles of Leadership
Delete from catalog

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

Approved Not Approved Tabled

B) Second Readings:

It was moved by Mike Slavich; seconded by Alex Gardos and approved by the committee to approve **Items 1920-270 thru 1920-295** for second read as a group.

Approved/w 1 abstention Not Approved Tabled

Item 1920-270
Credit Course Revision
AET 121 Photovoltaic Systems Design and Installation
Units 3.0
Description

In this introductory course students examine and implement the design and installation of solar photovoltaic power systems, including the installation of a working solar photovoltaic power system. Students learn how

to perform solar site evaluations, electrical load calculations, solar system size calculations, and installation techniques for grid-tie and off-the-grid photovoltaic systems. The course is designed to prepare students for the North American Board of Certified Energy Practitioners (NABCEP) entry-level exam, and is intended for students who are contemplating a career in the solar photovoltaic energy industry.

Item 1920-271

Credit Course Revision

ET 121 Photovoltaic Systems Design and Installation

Units 3.0

Description

In this introductory course students examine and implement the design and installation of solar photovoltaic power systems, including the installation of a working solar photovoltaic power system. Students learn how to perform solar site evaluations, electrical load calculations, solar system size calculations, and installation techniques for grid-tie and off-the-grid photovoltaic systems. The course is designed to prepare students for the North American Board of Certified Energy Practitioners (NABCEP) entry-level exam, and is intended for students who are contemplating a career in the solar photovoltaic energy industry.

Item 1920-272

Credit Course Revision

AET 122 Advanced Photovoltaic Systems Design and Installation

Units 3.0

Description

This is the second course in the photovoltaic series in which students further examine and implement the design and installation of solar photovoltaic power systems. Students learn how to interpret the National Electrical Code (NEC) specifications concerning photovoltaic installations. Topics include code-compliant wiring of modules, inverters, charge controllers, batteries, grounding techniques, and related topics. Additional topics include the design and installation of large commercial photovoltaic systems. This course is intended for students who are contemplating a career in the solar photovoltaic energy industry.

Item 1920-273

Credit Course Revision

ET 122 Advanced Photovoltaic Systems Design and Installation

Units 3.0

Description

This is the second course in the photovoltaic series in which students further examine and implement the design and installation of solar photovoltaic power systems. Students learn how to interpret the National Electrical Code (NEC) specifications concerning photovoltaic installations. Topics include code-compliant wiring of modules, inverters, charge controllers, batteries, grounding techniques, and related topics. Additional topics include the design and installation of large commercial photovoltaic systems. This course is intended for students who are contemplating a career in the solar photovoltaic energy industry.

Item 1920-274

Credit Course Revision

AET 123 Wind Energy Systems Design and Installation

Units 3.0

Description

In this introductory course students examine and implement the design and installation of wind power systems, including the installation of a working wind generation power system. Students learn how to perform wind site evaluations, electrical load calculations, wind system size calculations, hydraulics fundamentals, basic aerodynamics, and installation techniques for wind power generation systems; in designing and installing wind power generation systems, students obtain skills for employment. This course is intended for students who are contemplating a career in the wind turbine power generation industry.

Item 1920-275**Credit Course Revision****ET 123 Wind Energy Systems Design and Installation****Units 3.0****Description**

In this introductory course students examine and implement the design and installation of wind power systems, including the installation of a working wind generation power system. Students learn how to perform wind site evaluations, electrical load calculations, wind system size calculations, hydraulics fundamentals, basic aerodynamics, and installation techniques for wind power generation systems; in designing and installing wind power generation systems, students obtain skills for employment. This course is intended for students who are contemplating a career in the wind turbine power generation industry.

Item 1920-276**Credit Course Revision****AET 124 Advanced Wind Energy Systems Design and Installation****Units 3.0****Description**

This is the second course in the wind energy series in which students further examine and implement the design and installation of wind power systems. Students learn how to interpret the National Electrical Code (NEC) specifications concerning wind power installations. Topics include code-compliant wiring of modules, inverters, charge controllers, grounding techniques, and related topics. Additional topics include wind site evaluations, electrical load calculations, wind system size calculations, hydraulic fundamentals, basic aerodynamics, and installation techniques for large wind power generation systems. This course is intended for students who are contemplating a career in the wind turbine power generation industry.

Item 1920-277**Credit Course Revision****ET 124 Advanced Wind Energy Systems Design and Installation****Units 3.0****Description**

This is the second course in the wind energy series in which students further examine and implement the design and installation of wind power systems. Students learn how to interpret the National Electrical Code (NEC) specifications concerning wind power installations. Topics include code-compliant wiring of modules, inverters, charge controllers, grounding techniques, and related topics. Additional topics include wind site evaluations, electrical load calculations, wind system size calculations, hydraulic fundamentals, basic aerodynamics, and installation techniques for large wind power generation systems. This course is intended for students who are contemplating a career in the wind turbine power generation industry.

Item 1920-278**Credit Course Revision****AET 181 Home Energy Management and Auditing****Units 3.0****Description**

This course is designed to provide students working in or seeking employment in the green energy field, with an overview of home energy management and auditing. Specifically, the course assists students in preparing a comprehensive home energy audit and energy management program. Emphasis is placed on the following topics: appliances, insulation, designing/remodeling, electricity, landscaping, lighting, space heating and cooling, water heating, doors/windows/skylights, and home energy audits.

Item 1920-279**Credit Course Revision****ET 181 Home Energy Management and Auditing****Units 3.0**

Description

This course is designed to provide students working in or seeking employment in the green energy field, with an overview of home energy management and auditing. Specifically, the course assists students in preparing a comprehensive home energy audit and energy management program. Emphasis is placed on the following topics: appliances, insulation, designing/remodeling, electricity, landscaping, lighting, space heating and cooling, water heating, doors/windows/skylights, and home energy audits.

Item 1920-280**Credit Course Revision****AET 182 Industrial Energy Management and Auditing****Units 3.0****Description**

This course is designed to provide students working in or seeking employment in the green energy field, with an overview of industrial energy management and auditing. Specifically, this course assists students in preparing a comprehensive energy audit and energy management program. Emphasis is placed on the following topics: types of energy audits, energy management and cost, benchmarking, energy performance, energy use requirements, maximizing system efficiencies, optimizing energy input requirements, fuel and energy substitution, and energy audit instruments.

Item 1920-281**Credit Course Revision****ET 182 Industrial Energy Management and Auditing****Units 3.0****Description**

This course is designed to provide students working in or seeking employment in the green energy field, with an overview of industrial energy management and auditing. Specifically, this course assists students in preparing a comprehensive energy audit and energy management program. Emphasis is placed on the following topics: types of energy audits, energy management and cost, benchmarking, energy performance, energy use requirements, maximizing system efficiencies, optimizing energy input requirements, fuel and energy substitution, and energy audit instruments.

Item 1920-282**Credit Course Revision****AET 280 Green Building Design Principles****Units 3.0****Description**

This course is designed to provide students working in or seeking employment in the green building field, with an overview of the green building industry and its components. Specifically, this course assists students in preparing for the Leadership in Energy and Environmental Design Accredited Professional (LEED AP) examination, which is the most recognized professional accreditation for green building in the nation. Emphasis is placed on the six categories of design that green buildings must address for LEED certification: sustainable sites, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, and innovation and design process. Each of these categories are studied, with a focus on the significance of each particular credit.

Item 1920-283**Credit Course Revision****ET 280 Green Building Design Principles****Units 3.0****Description**

This course is designed to provide students working in or seeking employment in the green building field, with an overview of the green building industry and its components. Specifically, this course assists students in preparing for the Leadership in Energy and Environmental Design Accredited Professional (LEED AP) examination, which is the most recognized professional accreditation for green building in the nation.

Emphasis is placed on the six categories of design that green buildings must address for LEED certification: sustainable sites, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, and innovation and design process. Each of these categories are studied, with a focus on the significance of each particular credit.

Item 1920-284

Credit Course Revision

AUTO 310 The Global Development and Advancement of the Automobile

Units 3.0

Description

This course provides automotive technology students with a detailed, practical study of the development of the automobile from its beginnings to the present day. The course is a practical study of the invention of the first suitable power source to be adopted to self-propel a road vehicle and how it resulted in a major paradigm shift that revolutionized transportation and mobility. Topics include the development of animal-drawn transportation devices and the quest for a prime mover, the pioneering era of the automobile and how it led to being an industrial product, mass production of the automobile and how it became a consumer product, and new and emerging technologies that support the automobile and motorized traffic and transportation systems. Emphasis is placed upon the global perspective—particularly the developments that occurred in the United States, Europe, and Asia—and the numerous technological and business revolutions of the first and second half of the 20th century. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-285

Credit Course Revision

AUTO 320 The Progressive Growth of Automotive Technology

Units 3.0

Description

This course provides automotive technology students with a detailed, practical study of the development of automotive technology from its beginnings to the present day, focusing on the basics and its long-term development. The course is a practical and contextualized study of the importance of the technological automotive changes that have evolved as a result of engineering improvements and cultural changes. Topics include the development of vehicle layout and design; the needs and behaviors of drivers, producers, non-users, and other stakeholders; and the ever-changing, computerized control of its systems and other emerging technologies. Emphasis will be placed upon the systematic overview of the mechanization and electrification of the automobile, not only as machines, but as a testimony to their important role in the way we live today. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-286

Credit Course Revision

AUTO 340 Analyzing Vehicle Electrical/Electronic Systems

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of electrical and electronic systems of the modern automobile. The course is a practical study of computerized vehicle controls and diagnostic strategies as they pertain to the function, operation, and vehicle on-board diagnostic and communication systems of the engine, powertrain, brakes, suspension, safety, convenience, and emission control systems. Topics include emerging technologies (such as modern instrumentation, navigation, and telematics) and the use of vehicle network configuration systems used by late-model

automotive manufacturers. Emphasis is placed on the design of system parts, components, and subsystems; and their operational characteristics, including programmed microprocessors, microcontrollers, and computer-language protocol. Current industry-approved diagnostic, troubleshooting, and reprogramming techniques and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-287

Credit Course Revision

AUTO 350 Principles of Automotive Service Management

Units 3.0

Description

This course provides automotive technology students with a detailed, practical study of the management of an automotive and/or transportation-related business. The course is a practical and contextualized study of the importance of business practices of the automotive industry that have evolved from dealerships, franchises, and independently-owned service operations. Topics include automotive business regulations in the areas of competition, labor laws, securities regulation, consumer protection, and environmental laws. Emphasis is placed on automotive service basic business structures, ownership, and facilities; as well as service operations and management, financial and marketing issues, and customer/employee relations. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle sales and service fixed operations management spectrum.

Item 1920-288

Credit Course Revision

AUTO 360 Analyzing Vehicle Fuels, Lubricants, and Combustion

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of the fuels, lubricants, and combustion systems of the modern automobile. The course is a realistic study of the physical and chemical properties of fuels, lubricants, and combustion, including diagnostic strategies as they pertain to the function, operation, and everyday use of the systems and subsystems of the automotive internal combustion engine and related powertrain components. Topics include emerging technologies, such as modern fuel and lubricant requirements and how they affect combustion, emissions, and maintenance schedules used by late-model automotive manufacturers. Emphasis is placed on the design of system parts, components, subsystems, and their operational characteristics, including failure analysis. Current industry-approved diagnostic and troubleshooting techniques and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-289

Credit Course Revision

AUTO 370 Standard Accounting Systems of the Automotive Industry

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of accounting fundamentals and business management principles, and the adaptation of these things to factory-to-store and day-to-day operations. The course is a practical study of the theory, principles, and practice of preparing and interpreting accounting statements and business management reports. Topics include an overview of computerized accounting information systems and practices in business management techniques, such as the importance of strong financial and management control, financial statements and statement analysis.

Emphasis is placed upon the concepts of using accounting fundamental principles, cash and contracts, short-term and long-term liabilities and assets, and stockholders' equity of reporting documents, which are essential to a successful automotive business operation. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle sales and service fixed operations management spectrum.

Item 1920-290

Credit Course Revision

AUTO 400 Analyzing Vehicle Stability, Dynamics, and NVH

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of stability, dynamics, and noise-vibration-harshness (NVH) of the modern automobile. The course is a practical study of the systems that provide vehicle operation safety, including diagnostic strategies as they pertain to the function, operation, and everyday use of automotive tires, brakes, steering, and suspension systems. Topics include emerging technologies such as modern antilock brakes, traction control, electronic stability assist, electronic power steering, active suspension, and tire construction and pressure monitoring systems used by late-model automotive manufacturers. Emphasis is placed on the design of system parts, components, subsystems, and their operational characteristics, including techniques in reducing NVH. Current industry-approved diagnostic and troubleshooting techniques and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-291

Credit Course Revision

AUTO 410 Digital Marketing for the Automotive Industry

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of various internet and social media marketing strategies, including category-based guidelines impacting the operations of the automotive wholesale and retail business. The course is a practical study of the policies and practices of digital marketing, and the necessary tools, templates, and checklists needed to develop a strategic and successful marketing campaign. Topics include in-sourcing and out-sourcing, responsive and adaptive website technologies, developing content, and policies and processes. Emphasis is placed on the use of online and traditional media to increase customer satisfaction, including the preparation of business management and marketing reports. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle sales and service fixed operations management spectrum.

Item 1920-292

Credit Course Revision

AUTO 420 Analyzing Dynamic Functions of Vehicle Drivetrain Systems

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of electromechanical and hydraulic functions of transmission and drivetrain systems of the modern automobile. The course is a practical study of the systems that provide vehicle mobility, including diagnostic strategies as they pertain to the function, operation, and everyday use of automotive transmission, differential, and drive axle systems. Topics include emerging technologies such as modern dual-clutch transmissions, continuously-variable transmissions, real-time gear shifting mechanisms and controls, torque

convertor and convertor clutch designs, torque-management strategies, and innovative designs of gears, bearings, seals, and friction materials used by late-model automotive manufacturers. Emphasis is placed on the design of system parts, components, and subsystems, and their operational characteristics, including techniques in reducing noise-vibration-harshness (NVH). Current industry-approved diagnostic and troubleshooting techniques and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-293

Credit Course Revision

AUTO 430 Finance and Insurance Regulations for the Automotive Industry

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of the numerous federal, state, and local agencies and their laws and regulations pertaining to the operation of an automotive wholesale and retail business. This course is a practical study of a broad scope of regulatory agencies and regulations such as the Department of Motor Vehicles (DMV), Internal Revenue Service (IRS), Franchise Tax Board (FTB), Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), air quality managements districts (AQMDs), National Highway Transportation Safety Administration (NHTSA), Federal Trade Commission (FTC), fair labor standards, truth in advertising, truth in lending, the Consumer Leasing Act, Equal Credit Opportunity Act, Fair Credit Reporting Act, and other related agencies and regulations. Topics include an in-depth study of automotive business finance, insurance, and new and certified used vehicle departments within an organization. Emphasis is placed on the services offered in these departments and their potential for generating profits and improving customer satisfaction. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle sales and service fixed operations management spectrum.

Item 1920-294

Credit Course Revision

AUTO 440 Analyzing Vehicle Safety, Comfort, and Security Systems

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of vehicle occupant protection, comfort, and security systems of the modern automobile. The course is a practical study of the systems that provide integrated vehicle and driving protection against hazardous and inadvertent situations, as well as occupant amenities, including diagnostic strategies as they pertain to the function, operation, and everyday use of active/passive safety, comfort, and convenience systems. Topics include emerging technologies such as modern airbag systems, accident avoidance and pre-crash/post-crash mitigation of injuries, vehicle-to-vehicle (V2V) infrastructure technology, and innovative driver assistance, infotainment, and occupant contentment and security systems used by late-model automotive manufacturers. Emphasis is placed on the design of system parts, components, and subsystems, and their operational characteristics, including techniques in reducing vehicle crashes and improving occupant/pedestrian protection. Current industry-approved diagnostic and troubleshooting techniques and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle after-sales field operations management spectrum.

Item 1920-295

Credit Course Revision

AUTO 450 Variable and Fixed Operations of the Automotive Industry

Units 3.0

Description

This course provides automotive technology students with a detailed, practical application of successful automotive business models of new and used vehicle operations, as well as the operations of service and parts. Topics include an in-depth study of facilities and shop utilization, work scheduling, sales promotions, using advertising media, inventory control, repair order generation and control, selecting and motivating employees, and directing sales, parts, and service staff. Emphasis is placed on maximizing and balancing inventory turnaround, wholesale practices, trade-in appraising, vehicle reconditioning, the role that auctions play, the important relationship between the parts and service departments, technician productivity and efficiency, wholesale and retail parts sales, stock and non-stock parts inventory and ordering practices, and part phase-in/phase-out criteria. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. The overall goal of this course is to have students apply and demonstrate knowledge and skills that will enable them to advance their employment in the vehicle sales and service fixed operations management spectrum.

C) First Readings:

Item 1920-307

New Non Credit Course

NHSN 040 Healthcare Careers Exploration

Hours 24

Description

This course is an orientation to non-clinical allied healthcare career pathways. Students gain exposure to the human services and administrative support dimensions of the healthcare field and learn about employment opportunities, educational requirements, and support resources available to enter the growing workforce. Students benefit from assessing their personal values and aptitudes for a career in healthcare while engaging general introductions to principles and practices foundational to healthcare careers.

It was moved by Alex Gardos; seconded by Elizabeth Ramirez.

Correction Needed: Add Faculty as originator/Format course content/Textbook current edition or rationale

Approved

Not Approved

Tabled

Item 1920-308

New Non Credit Course

NHSN 042 Medical Officer Procedure and Customer Service

Hours 24

Description

This course is designed to develop professional skills and attitudes needed in a medical business environment. Topics include effective communication with patients and medical office staff, effective time management, scheduling appointments, greeting patients, telephone and email business etiquette, and adherence to HIPAA guidelines.

It was moved by Patti Luna; seconded by Rose Marie Gaw.

Correction Needed: Add faculty as originator/Format course content/Move text to other instructional materials

X Approved

Not Approved

Tabled

A motion was made by Jannine Livingston; seconded by Alex Gardos and approved by the committee to review cross-listed courses Item 1920-309 and Item 1920-310 as a group.

Item 1920-309

Credit Course Revision

ANTH 110 Human Sexuality from a Cross-Cultural Perspective

Units 3.0

Description

This course is for students interested in human sexuality from a cross-cultural perspective. Sexual anatomy, development, response, and behavior are examined, along with historical and cultural patterns. Students learn about the development and expression of gender and orientation from both Western and non-Western perspectives, with an emphasis on the influence of culture on individuals.

Item 1920-310

Credit Course Revision

SOC 110 Human Sexuality from a Cross-Cultural Perspective

Units 3.0

Description

This course is for students with an interest in human sexuality from a cross-cultural perspective. Sexual anatomy, development, response, and behavior will be examined, along with historical and cultural patterns. Students will learn about the development and expression of gender and orientation from both Western and non-Western perspectives, with an emphasis on the influence of culture on individuals.

X Approved

Not Approved

Tabled

A motion was made by Jannine Livingston; seconded by Alex Gardos and approved by the committee to review Item 1920-311 and Item 1920-312 as a group.

Item 1920-311

Credit Course Revision

ART 106 Survey of Western Art: Renaissance to Contemporary

Units 3.0

Description

This course provides an overview of the history of Western art from the 14th century through the Modern Era, including Renaissance, Baroque, Rococo, Neoclassicism, Romanticism, Realism, Early Photography, Impressionism, Post Impressionism, Modernism, Postmodernism, and major art developments of the 20th and 21st centuries. This course is appropriate for all students pursuing the degree in Studio Art or Art History or seeking to fulfill general education requirements in Fine Arts and Humanities.

X Approved

Not Approved

Tabled

Item 1920-312

Credit Course Revision

ART 106H Survey of Western Art: Renaissance to Contemporary Honors

Units 3.0

Description

This course provides an overview of the history of Western art from the 14th century through the Modern Era, including Renaissance, Baroque, Rococo, Neoclassicism, Romanticism, Realism, Early Photography, Impressionism, Post Impressionism, Modernism, Postmodernism, and major art developments of the 20th and 21st centuries. This course is designed for those who meet Honors Program requirements, and is appropriate for all students pursuing the degree in Studio Art or Art History or seeking to fulfill general education requirements in Fine Arts and Humanities.

Approved

Not Approved

Tabled

Item 1920-313

Credit Course Revision

AUTO 260 Advanced Hybrid/Electric Vehicle

Units 4.0

Description

This course continues the study of the use and service of Hybrid Electronic generation and Plug-in Battery Electric power for vehicle transportation. The course is not for beginner technicians. Topics will include: OSHA/NEC/NFPA safety when using high voltage, vehicle maintenance, drivability conditions, inverter power transfer, battery storage technologies, regeneration of electrical power from kinetic energy, Level I, Level II, Level II battery charging and fuel cell technology. Dynamics of battery storage, Hybrid generation systems, Electric vehicle applications and their integrated systems from many manufactures will be discussed. High-Voltage battery management systems including active/passive design to charging systems will be primary focus of this course. This course is for student's working in the Hybrid and Electric vehicle, power engineering and technology field.

It was moved by Alex Gardos; seconded by Sean Hughes.

Approved

Not Approved

Tabled

Item 1920-314

Credit Course Revision

CIT 125 Introduction to C++ Programming

Units 4.0

Description

This course is for students who want to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using Visual C++ programming language. The course covers the fundamentals of software development using the most popular language: C++. The topics covered include designing, writing the source code, compiling, linking, executing, debugging, data types, arithmetic/logical expressions, pointers, looping, branching, classes, objects, and static and dynamic memory allocation.

It was moved by Rose Marie Gaw; seconded by Patti Luna.

Approved

Not Approved

Tabled

Item 1920-315

Credit Course Revision

CIT 126 Advanced C++ Programming

Units 4.0

Description

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using an object-oriented programming language. This course will review the fundamentals of software development and cover the advanced programming skills using the C++ language. Advanced topics include: classes and

data abstraction, operator overloading, inheritance, virtual function and polymorphism, stream I/O and Exception Handling.

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

Approved

Not Approved

Tabled

Item 1920-316

Credit Course Revision

CIT 135 Introduction to Java Programming

Units 4.0

Description

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals wanting an introduction to Java Programming. This course will cover the fundamentals of software development using the most popular Open Source language – Java. Course topics include: program design, algorithms, writing and testing source code, arithmetic/logic expressions, control structures, objects and basic Java structures.

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

Approved

Not Approved

Tabled

Item 1920-317

Credit Course Revision

CIT 136 Advanced Java Programming

Units 4.0

Description

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using Java. This course covers the basics of the software development and the advanced programming skills using the Java language. Topics include Java data syntax, data structure, applets, graphics, animation, inheritance, abstract windows toolkit, exception handling, file input and output, and multithreading.

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

Approved

Not Approved

Tabled

Item 1920-318

Credit Course Revision

KIN 188 Theory and Practice of Coaching

Units 3.0

Description

The purpose of this course is to explore the impact that coaches have on athletic programs in the community. This course is designed for all students interested in coaching individual and team sports. The course will cover topics such as role of the coach, athlete motivation, coaching leadership, technology, and effective coaching practice. At the end of the course, students will have more insight into coaching in various athletic programs.

It was moved by Patti Luna; seconded by Rose Marie Gaw.

Approved

Not Approved

Tabled

Item 1920-319

Credit Course Revision

KIN 195 Social Issues/Media in Sport

Units 3.0

Description

This course is designed for students who are interested in a career in the field of coaching and athletics. This class will study the controversies and the status of sport culture in our society. Coaching methodologies and future trends in athletics, youth development in sport, and physical education/kinesiology will be discussed. This class will examine the relationship between sport and media, social media, culture and the economy. An emphasis will be placed on understanding the historical and current roles of sport in society.

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

Approved

Not Approved

Tabled

Item 1920-320

Credit Course Revision

KINA 109 Soccer I

Units 1.0

Description

This is a beginning soccer/activity class designed for all students interested in developing the physical, technical and tactical elements of the game of soccer. The course will include fundamental technical skills which include, dribbling, passing, kicking, collecting and basic concepts of offensive and defensive tactics. Rules of the game, skill practice and participating in recreational soccer matches will be included.

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

Correction Needed: Textbook – check for newer version or add rationale

Approved

Not Approved

Tabled

Item 1920-321

Credit Course Revision

KINA 110 Futsal (Indoor Soccer)

Units 1.0

Description

This class will provide instruction and repetition in the technical and tactical components of Futsal (Indoor Soccer). The Federation of International Football Association (FIFA), which is the governing body of soccer in the world and the United States Soccer Federation (USSF), which is the governing body of soccer in the United States recognize Futsal as its own sport consisting of a smaller, fast-paced technical game. FIFA Futsal Laws of the Game will be introduced to the students. The course will develop skills, provide knowledge of the rules and instruct students to demonstrate Futsal techniques, recognize tactical situations and improve cardiovascular fitness.

It was moved by Sean Hughes; seconded by Patti Luna.

Approved

Not Approved

Tabled

Item 1920-322

Credit Course Revision

KINA 192 Women's Intercollegiate Sand Volleyball Team

Units 3.0

Description

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's sand volleyball. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be taken once and repeated three times for credit.

It was moved by Mike Slavich; seconded by Patti Luna.

Approved

Not Approved

Tabled

Item 1920-323

Credit Course Revision

KINA 204 Volleyball II

Units 1.0

Description

This course is designed for intermediate volleyball students who have previously played volleyball and are looking to improve their skill and knowledge of the game. Students will develop the intermediate skills of setting, serving, passing, spiking, team Offense of 6-1, 5-1 and defensive coverage. Rules and class competition are included.

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

Approved

Not Approved

Tabled

Item 1920-324

Credit Course Revision

TV 135 Digital Filmmaking I: Introduction

Units 3.0

Description

This is an introductory course in film production techniques for narrative, documentary, and music video. This course may be of interest to students interested in both film and television production. Topics will include creating a story treatment, screenwriting, storyboarding, camera operation, lighting, introductory production sound, and non-linear editing. Students will work in teams and crew all positions, including writer, producer, director, assistant director, cinematographer, boom operator, and editor. Emphasis will be placed on defining the content, structure, and style of the production. Students will implement these skills with projects in documentary, music video, and narrative filmmaking traditions.

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

A motion was made by Sean Hughes; seconded by Jannine Livingston to table Items 1920-324 (TV 135) and Item 1920-325 (TV 136) until the course originator can be present to address questions from the committee.

Approved

Not Approved

Tabled

Item 1920-325

New Credit Course

TV 136 Digital Filmmaking II: Intermediate

Units 3.0

Description

This is an intermediate course in film production techniques for narrative, music video, and branded content. This course may be of interest to students interested in both film and television production. Topics will include screenwriting, storyboarding, camera operation, lighting, production sound, and non-linear

editing. Students will work in teams and crew all positions, including writer, producer, director, first assistant director, cinematographer, camera assistant, gaffer, grip, boom operator, production sound mixer, and editor. This course will incorporate career pathways in the contemporary media landscape, including branded content, social media, and new media. Emphasis will be placed on personal storytelling, crew collaboration, professionalism, and building a professional resume and portfolio.

Approved

Not Approved

Tabled

Item 1920-326

**Request to Offer a Course via Distance Education - *ONLINE*
KIN 120 Sports Law and Ethics**

It was moved by Patti Luna; seconded by Rose Marie Gaw.

Approved

Not Approved

Tabled

Item 1920-327

**Request to Offer a Course via Distance Education - *HYBRID*
ENGL 325 Technical and Professional Writing**

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

Approved

Not Approved

Tabled

Item 1920-328

**GE Request
MATH 062 Pre-Statistics
RHC GE Area 2**

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

Approved

Not Approved

Tabled

A motion was made by Elizabeth Ramirez; seconded by Rose Marie Gaw and approved by the committee to make this effective immediately and to grant students who completed MATH 062 prior to Spring 2020 with the RHC GE Area 2 – Math competency.

Item 1920-329

**New Certificate of Achievement
Creative Writing
Units 22.0
Description**

The Creative Writing Certificate provides students with the academic preparation and skill set needed to demonstrate their ability to author works in creative writing. These include works for personal development and/or professional application. Completion of the required courses formalizes the creative writing abilities of the student applied across a variety of genres.

It was moved by Elizabeth Ramirez; seconded by Alex Gardos.

Approved

Not Approved

Tabled

A motion was made by Lydia Gonzalez; seconded by Patti Luna and approved by the committee to review Items 1920-330 thru 1920-334 as a group.

Item 1920-330

New Certificate of Achievement

Novel Writing

Units 16.0

Description

The Novel Writing Certificate provides students with the academic preparation and skill set needed to demonstrate their ability to author novels. These include works for personal development and/or professional application. Completion of the required courses formalizes the novel writing abilities of the student.

Approved

Not Approved

Tabled

Item 1920-331

New Certificate of Achievement

Playwriting and Screenwriting

Units 16.0

Description

The Playwriting and Screenwriting Certificate provides students with the academic preparation and skill set needed to demonstrate their ability to author scripts. These include works for personal development and/or professional application. Completion of the required courses formalizes the script writing abilities of the student.

Approved

Not Approved

Tabled

Item 1920-332

New Certificate of Achievement

Poetry Writing

Units 16.0

Description

The Poetry Writing Certificate provides students with the academic preparation and skill set needed to demonstrate their ability to author poetry. These include works for personal development and/or professional application. Completion of the required courses formalizes the poetry writing abilities of the student.

Approved

Not Approved

Tabled

Item 1920-333

New Certificate of Achievement

Short Story Writing

Units 16.0

Description

The Short Story Writing Certificate provides students with the academic preparation and skill set needed to demonstrate their ability to author short stories. These include works for personal development and/or professional application. Completion of the required courses formalizes the short story writing abilities of the student.

Approved

Not Approved

Tabled

Item 1920-334

**New Certificate of Achievement
Writing for Children
Units 16.0**

Description

The Writing for Children Certificate provides students with the academic preparation and skill set needed to demonstrate their ability to author literature for children. These include works for personal development and/or professional application. Completion of the required courses formalizes the writing abilities of the student as it applies to writing for children and adolescents.

Approved Not Approved Tabled

A motion was made by Sean Hughes; seconded by Mike Slavich and approved by the committee to review Items 1920-335 thru 1920-337 as a group.

Item 1920-335

**Request for Assigning Courses to Discipline
ENLA courses to English as a New Language**

Approved Not Approved Tabled

Item 1920-336

**Request for Assigning Courses to Discipline
JOUR – Journalism courses to Mass Communications
MSCM – Mass Communications to Mass Communications
RDIO – Radio to Mass Communications**

Approved Not Approved Tabled

Item 1920-337

**Request for Assigning Courses to Discipline
SPCH courses to Speech**

Approved Not Approved Tabled

IV. UNFINISHED BUSINESS:

Pending Originator explanation of number of hours/units that will be scheduled per each course offering.

Item 1920-261

**Credit Course Revision
THTR 159 Stage Crew Activity
Units 1.0 – 3.0**

Description

This course is for students who want to gain practical, hands-on, technical experience working backstage. Students will gain experience working as part of a stage crew supporting public performances of theatrical, musical, or dance productions. This course may be taken once and repeated three times for credit.

Pending Web Accessibility Approvals (First Read 10/2/19)

Item 1920-033

**Request to offer a course via Distance Education – *ONLINE*
GDSN 162 Introduction to Web Design**

Item 1920-034

Request to offer a course via Distance Education - *ONLINE*
GDSN 163 Intermediate Web Design

Item 1920-036

Request to offer a course via Distance Education - *ONLINE*
GDSN 172 Publication Design

Item 1920-037

Request to offer a course via Distance Education - *ONLINE*
GDSN 174 Packaging Design

Item 1920-038

Request to offer a course via Distance Education - *ONLINE*
GDSN 178 Digital Imaging Design

Item 1920-039

Request to offer a course via Distance Education - *ONLINE*
GDSN 179 Advanced Digital Imaging Design

Pending Web Accessibility Approvals (First Read 10/9/19)

Item 1920-063

Request to offer a course via Distance Education - *HYBRID*
JAPN 101 Japanese I

Item 1920-064

Request to offer a course via Distance Education - *HYBRID*
JAPN 102 Japanese II

Pending Web Accessibility Approvals (First Read 10/30/19)

Item 1920-107

Request to offer a course via Distance Education – *HYBRID*
KIN 297 Advanced Athletic Training

Pending Web Accessibility Approvals (First Read 11/6/19)

Item 1920-144

Request to offer a course via Distance Education - *ONLINE*
BIOL 120 Environmental Biology

Item 1920-145

Request to offer a course via Distance Education - *ONLINE*
CD 211 Infants and Toddlers

Item 1920-146

Request to offer a course via Distance Education - *ONLINE*
CD 224 Diversity Issues During Early Childhood School Age and Adolescence

Item 1920-147

Request to offer a course via Distance Education - *ONLINE*
ED 110 Introduction to Teaching

Pending Web Accessibility Approvals (First Read 11/20/2019)

Item 1920-209

Request to Offer a Course via Distance Education

KIN 110 Introduction to Fitness and Sport Management - ***ONLINE***

Item 1920-210

Request to Offer a Course via Distance Education

KIN 126 Principles of Strength and Conditioning - ***ONLINE***

Item 1920-211

Request to Offer a Course via Distance Education

KIN 170 Sport & Exercise Psychology - ***ONLINE***

Item 1920-212

Request to Offer a Course via Distance Education

KIN 193 Standard First Aid and CPR – ***ONLINE***

Pending Web Accessibility Approvals (First Read 02/05/20)

Item 1920-264

Request to offer a Course via Distance Education

FIN 101 Introduction to Financial Planning – ***ONLINE***

Item 1920-265

Request to offer a Course via Distance Education

FIN 102 Fundamentals of Finance Management and Investment – ***ONLINE***

Item 1920-266

Request to offer a Course via Distance Education

TCED 044 OSHA Workplace Safety – ***ONLINE***

Pending Web Accessibility Approvals (First Read 02/12/20)

Item 1920-296

Request to offer a Course via Distance Education

ASL 101 American Sign Language I – ***ONLINE***

Item 1920-297

Request to offer a Course via Distance Education

ASL 102 American Sign Language II – ***ONLINE***

Item 1920-298

Request to offer a Course via Distance Education

ASL 120 Introduction to Deaf Studies– ***ONLINE***

Item 1920-299

Request to offer a Course via Distance Education

ASL 124 Deaf Culture– ***ONLINE***

Item 1920-300

Request to offer a Course via Distance Education

ASL 201 American Sign Language III – ***ONLINE***

Item 1920-301

**Request to offer a Course via Distance Education
ASL 202 American Sign Language IV – *ONLINE***

Item 1920-302

**Request to offer a Course via Distance Education
ASL 220 Pathways to Interpreting Careers – *ONLINE***

Item 1920-303

**Request to offer a Course via Distance Education
ASL 250 ASL Linguistics – *ONLINE***

Item 1920-304

**Request to offer a Course via Distance Education
ASL 270 ASL Literature – *ONLINE***

Item 1920-305

**Request to offer a Course via Distance Education
ASL 280 ASL Storytelling – *ONLINE***

V. DISCUSSION ITEMS/ATTACHMENT

VI. ADJOURNMENT

Dana Arazi adjourned the meeting at 12:32 p.m.