

**Rio Hondo Community College District
Curriculum Committee
Agenda
Wednesday, May 6, 2020 – REMOTE**

- I. **APPROVAL OF THE MINUTES FROM APRIL 29, 2020**
- II. **PUBLIC COMMENT:** *Although the Curriculum Committee always welcomes the participation of guests in any discussion, this agenda item is provided to allow a member of the public to speak to an item not on the agenda.*
- III. **ACTION ITEMS**

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

B) **Second Readings:**

Item 1920-433

Credit Course Revision

ADN 150 Medical/Surgical Nursing

Units 4.0

Description

This course focuses on the application of the nursing process in caring for patients with disturbances in the digestive and renal systems, fluid and electrolyte status and acid/base balance, endocrine, cardiovascular and respiratory systems. The pathophysiology of disease processes, as well as medical and nursing interventions, is discussed. The students will apply the theoretical concepts in the clinical setting. This course is designed for students in the Associate Degree Nursing Program.

Item 1920-434

Credit Course Revision

ADN 150L Medical/Surgical Nursing Lab

Units 4.0

Description

This course focuses on the application of the nursing process in caring for patients with disturbances in the digestive and renal systems, fluid and electrolyte status and acid/base balance, endocrine, cardiovascular and respiratory systems. The pathophysiology of disease processes, as well as medical and nursing interventions, is discussed. The students will apply the theoretical concepts in the clinical setting. This course is designed for students in the Associate Degree Nursing Program. The Board of Registered Nursing requires that students must be concurrently enrolled in both ADN150 and ADN150L, and pass both courses together. They cannot be taken individually for credit.

Item 1920-435

Credit Course Revision

ADN 155L Nursing Process: Childbearing Family/Women's Health Lab

Units 2.0

Description

This course focuses on the application of the nursing process in caring for childbearing women, their newborns, and their families through the normal childbearing process with attention to common pathophysiology's associated with childbearing and the newborn. Students will use evidence-based practice to guide their clinical practice and enhance their cultural sensitivity to the diverse population served. Development of patient teaching skills is emphasized. The nursing process is integrated throughout the clinical experience. The students will be able to apply the theoretical concepts learned in theory in the clinical setting. This course is designed for students in the Associate Degree Nursing Program. The Board of

Registered Nursing requires that students must be concurrently enrolled in both ADN155 and ADN155L, and pass both courses together. They cannot be taken individually for credit.

Item 1920-436

Credit Course Revision

ADN 156 Nursing Process Applied to the Care of Children

Units 2.0

Description

This course focuses on the application of the nursing process in caring for children. Emphasis is placed on normal growth and development patterns of the growing child and developmental, biological, interpersonal and intrapersonal stressors affecting children and their families. The pathophysiology of disease processes that may occur during childhood and related medical and nursing interventions are discussed. This course is designed for students in the Associate Degree Nursing Program. The Board of Registered Nursing requires that students must be concurrently enrolled in both ADN156 and ADN156L, and pass both courses together. They cannot be taken individually for credit.

Item 1920-437

Credit Course Revision

ADN 251L Medical/Surgical Nursing II Lab

Units 2.5

Description

This course focuses on the aging process as it relates to normal aging, changing biological, interpersonal and intrapersonal needs. It also focuses on the application of the nursing process in caring for patients with disturbances in perception, coordination and mobility. The pathophysiology of disease processes, as well as medical and nursing interventions and rehabilitative approaches to restoring and maintaining optimum health are discussed. This course is designed for students in the Associate Degree Nursing Program. The Board of Registered Nursing requires that students must be concurrently enrolled in both ADN251 and ADN251L, and pass both courses together. They cannot be taken individually for credit.

Item 1920-438

Credit Course Revision

ADN 254 Leadership and Management in Nursing

Units 1.5

Description

This course focuses on principles of leadership and management as well as current trends in nursing practice. The legal and ethical responsibilities of the professional nurse will be discussed as well as the specific skills and attributes needed as students' transition to nursing practice as a member of a team. Methods to maintain professional competence and advancement in the profession will be explored. This course is designed for students in the Associate Degree Nursing Program. The Board of Registered Nursing requires that students must be concurrently enrolled in both ADN254 and ADN254L, and pass both courses together. They cannot be taken individually for credit.

Item 1920-439

Credit Course Revision

ADN 254L Leadership and Management in Nursing Lab

Units 2.5

Description

This course focuses on the application of theories and principles of leadership and management. Students will apply theory content while working in a clinical preceptorship, providing care under the guidance of an RN preceptor. The Board of Registered Nursing requires that students must be concurrently enrolled in both ADN 254 and ADN 254L, and pass both courses together. They cannot be taken individually for credit.

Item 1920-440

Credit Course Revision

ET 110 Hazardous Waste Generation/Reduction/Treatment

Units 3.0

Description

This course is designed to educate individuals working in or seeking employment in the hazardous waste management field with an overview of industrial processes and their generation of waste streams. The selected industries include: electroplating, metal finishing and printed circuit board production; oil refining and chemical production; steel production; general manufacturing; printing and graphic reproduction; agriculture; and consumer services.

Item 1920-441

Credit Course Revision

ET 130 Health Effects of Environmental Hazardous Materials

Units 3.0

Description

This course is designed to educate individuals working in or seeking employment in areas that include health and safety responsibilities. It provides an overview of how to identify and evaluate the hazards of chemical, physical and biological agents that can be encountered in industrial operations, waste disposal and remediation sites.

Item 1920-442

Credit Course Revision

ET 150 Hazardous Waste Management Applications

Units 3.0

Description

This course is designed to provide individuals, who are working in or seeking employment in the environmental field with an overview of hazardous waste management and regulations. The course explains the hazardous waste regulatory framework and develops research skills in the hazardous waste area. Emphasis is placed on the following topics: universal waste, generator compliance, site investigation and remediation, permitting, enforcement, liability, and storm water discharge. The course also provides "hands-on" applications of the regulations. These applications include: preparing a hazardous waste manifest, labeling and storing containers, sampling and analysis, and preparing a Phase I environmental audit.

Item 1920-443

Credit Course Revision

ET 250 Fundamentals of Safety and Health I

Units 3.0

Description

This course is designed to introduce the student to the field of Occupational Safety and Health and Program Development. Topics include instruction on Federal, State and Local Agency legislation and the application of Labor and Occupational Safety and Health regulations. The course content also includes familiarization with Workers Compensation/General Liability Insurance, Accident Investigation Techniques, Industrial Hygiene, Ergonomics, Fire Prevention, Site and Facility Auditing, Systems Safety and Program Development. This course is for individuals that are pursuing a degree in Environmental Technology, Safety & Health or for working supervisors, professionals or business owners that are responsible for worker safety or placement of workers compensation/general liability insurance. This course is a requirement for AS and/or Certificate of Achievement in Environmental Technologies with specialization in health and safety.

Item 1920-444

Credit Course Revision

ET 251 Fundamentals of Safety and Health II

Units 3.0

Description

This course is designed to introduce the student to the supervisory and management functions of Occupational Safety and Health and Risk Management. Topics include a review of Federal, State and Local Agency Legislation, Labor and Occupational Safety and Health regulations and Workers Compensation insurance. The course content will focus on the Elements of Safety and Health Program Development, Behavior Based Safety, Workplace Violence, Terrorism Preparedness, Hazardous Materials and Waste Management, Application of occupational safety and health design/compliance, regulations and development of the Safety and health and Loss Prevention Program (Policy through QA/QC). This course is for individuals that are pursuing a degree in Environmental Technology, a Safety & Health Certificate and the working professional or business owner responsible for worker safety or Risk Management.

Item 1920-445

Credit Course Revision

ET 260 Environmental Sampling and Analysis

Units 4.0

Description

This course provides an overview of the techniques of sampling protocols for obtaining soil, air, surface water, and groundwater samples based on the U.S. EPA approved sampling protocols. In the lecture, emphasis is placed on the aspects of the procurement of the samples through the EPA approved standard operating procedures and practices. In the laboratory, the student will gain practical knowledge and skills for the appropriate collection and handling of environmental samples.

Item 1920-446

Credit Course Revision

ET 270 Wastewater Treatment Plant Operations I

Units 3.0

Description

This is the initial course of a series of wastewater treatment courses designed to train individuals, who are working in or who seek employment in the waste water treatment field, in the practical aspects of operating and maintaining wastewater treatment plants, emphasizing the use of safe practices and procedures. Information presented includes the role and responsibilities of a treatment plant operator, an explanation of why wastes must be treated, and detailed descriptions of the equipment and processes used in a wastewater treatment plant. Students will learn to operate and maintain racks, screens, comminutors, sedimentation tanks, trickling filters, rotating biological contactors, package activated sludge plants, oxidation ditches, ponds, and chlorination facilities. Students will also learn to analyze and solve operational problems and to perform mathematical calculations relating to wastewater treatment process control.

Item 1920-447

Credit Course Revision

ET 271 Wastewater Treatment Plant Operations II

Units 3.0

Description

This is the second course of a series of wastewater treatment courses designed to train individuals, who are working in or who seek employment in the wastewater treatment field, with the practical aspects of operating and maintaining wastewater treatment plants, emphasizing the use of safe practices and procedures. Information presented includes: conventional activated sludge processes, sludge digestion and solids handling, effluent disposal, plant safety and good housekeeping, plant and equipment maintenance, analysis and presentation of data, and records and report writing. Students will also learn to analyze and solve operational problems and to perform mathematical calculations relating to wastewater treatment process control.

Item 1920-448

Credit Course Revision

ET 272 Advanced Wastewater Treatment

Units 3.0

Description

This is the third course in a series of wastewater treatment courses designed to train individuals who are working in or who seek employment in the waste water treatment field in the practical aspects of operating and maintaining wastewater treatment plants and emphasizes the use of safe practices and procedures. Topics presented include: detailed descriptions of the equipment and advanced treatment processes used for odor control, pure oxygen activated sludge treatment, solids removal from secondary effluents, residual solids management, enhanced biological control including nitrogen and phosphorus removal, and wastewater reclamation. Students will learn to operate and maintain treatment plant instrumentation equipment and systems. Additionally, students will also learn to analyze and solve operational problems and to perform mathematical calculations relating to wastewater treatment process control. This course focuses on actual operating procedures and teaches students to analyze and solve operational problems.

Item 1920-449

Credit Course Revision

ET 275 Water Treatment

Units 3.0

Description

This course is designed to provide individuals, who are working in or seeking employment in the water management field, with the practical aspects of operating and maintaining water treatment plants. Topics will include: responsibilities of the water treatment plant operator, sources of water, reservoir management and intake structures, coagulation and flocculation, sedimentation and filtration, disinfection and corrosion control, and taste and odor control. Day to day operating procedures will be highlighted in this course and will consists of the following topics: daily operating procedures, regulation of flows, chemical use and handling, records and reports, plant maintenance, safety and security, emergency procedures, handling complaints, and energy conservation.

Item 1920-450

Credit Course Revision

ET 276 Water Distribution

Units 3.0

Description

This course is designed to provide individuals, who are working in or seeking employment in the water management system, with the practical aspects of operating and maintaining water distribution systems. Topics include: role and duties of water distribution system operators, procedures for operating and maintaining clear wells and storage tanks, characteristics of distribution system facilities, operating and maintaining distribution systems, maintaining water quality, disinfecting water systems, and techniques for recognizing hazards and developing safe procedures and programs. Operators also learn to analyze and solve problems associated with operating a distribution system.

Item 1920-451

New Credit Course

ET 277 Water Treatment II

Units 3.0

Description

This is the advanced course in operating and maintaining a water treatment plant; emphasizing safe and efficient work practices. Potable water reuse technologies will be addressed. The objectives for this course are to prepare the student for the Grade 3 and 4 Water Treatment Operator Certification exam given by the State Water Resources Control Board; thus, more advanced calculations will be learned. In addition, material is presented on topics including but not limited to, advanced water treatment processes, iron and

manganese control, fluoridation, softening, trihalomethanes, demineralization, drinking water regulations (Safe Drinking Water Act, including Amendments), handling and disposal of process wastes, and laboratory procedures. Finally, this course will enhance the student's understanding and skill necessary to address California's future, sustainable, resource needs.

Item 1920-452

Credit Course Revision

ET 290 Cooperative Work Experience/Internship for Environmental Technology Related Fields

Units 1.0 – 4.0

Description

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of environmental technology and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

Item 1920-453

Credit Course Revision

PHTO 110 Introduction to Digital Photography

Units 3.0

Description

This course provides an introduction to digital photography as a creative art, emphasizing photography as a means of communication and personal expression. An examination of the theory of aesthetics, cultural significance, historical progression, elements of composition, visual literacy, and technical elements of photography will be conducted. Students will be introduced to DSLR camera operation and digital imaging techniques. Students are required to supply their own digital camera. Critical evaluation of student work is also a component of this course. This class is suitable for photography majors and non-majors alike.

C) First Readings:

Continued from April 29, 2020 agenda

Item 1920-454

Certificate of Achievement Change

Alternative Fuels & Advanced Transportation Technology

Units 15.0

Description

This Certificate of Achievement is designed to prepare students and incumbent employees as Alternative Fuels & Advanced Transportation Technology specialists. Training is in theory and practical skills. Directed practical work is given in all fuel areas, compressed and biodiesel, under simulated on-the-job conditions. The program will provide the student the opportunity to acquire the knowledge and hand skills demanded of modern transportation specialists. The sequence in which courses are taken may be modified to meet individual needs.

Item 1920-455

Degree Change

Automotive Career Training Program Specialization (PACT)

Units 44.0

Description

The courses listed in the Associate of Science Degree are comprised of a comprehensive list of job skills needed to enter the automotive field. The skills developed during class will enhance the student's ability to complete the (ASE) Automotive Service Excellence Certification Tests A-1 through A-8, Automotive

Technician and to become a specialist for Honda/Acura vehicles. The Degree is designed to prepare an individual for transfer and/or entry-level employment as an Automotive Technician within a Honda/Acura Dealer. This is a full-time two-year accelerated training and career placement program.

Note: As partial fulfillment of the requirements for Honda PACT Certificate/ Degree, Honda requires a minimum of 640 internship hours working in a Honda or Acura franchise dealership in order to receive credit toward Honda/ Acura Technician Certification.

Item 1920-456

Certificate Change

Honda/Acura Brakes, Suspension, and Chassis Electrical

Units 15.0

Description

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas, A-4 Suspension and Steering, A-5 Brakes, and A-6 Electrical/Electronic Systems. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

Item 1920-457

Certificate Change

Honda/Acura Engine Repair and Engine Electrical Systems

Units 15.0

Description

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas, A-1 Engine Repair, A-6 Electrical/Electronic Systems, and A-8 Engine Performance. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

Item 1920-458

Certificate Change

Honda/Acura Heating and Air Conditioning Systems

Units 15.0

Description

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas, A-6 Electrical/Electronic Systems and A-7 Heating and Air Conditioning. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

Item 1920-459

Certificate Change

Honda/Acura Power Train and Transmission Systems

Units 15.0

Description

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare

students for ASE Certification areas, A-2 Automatic Transmission/Transaxle, A-3 Manual Drive Train and Axles, and A-6 Electrical/Electronic Systems. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

New Agenda Items for May 6, 2020

Item 1920-460

Credit Course Revision

ARCH 215 Architectural Perspective and Rendering

Units 4.0

Description

This course is part of the advanced level skill set for several degrees and certificates. The course provides opportunities for students to expand their ability to produce presentation renderings of architectural concepts and designs. The course is necessary and beneficial to students entering the job market as an architectural drawing technician and for students continuing their education in architecture at the University level.

Item 1920-461

Credit Course Revision

ARCH 235 Architectural Design Studio

Units 4.0

Description

This course is for students pursuing a degree in Architecture with the intent of transferring and continuing their study of architecture. Topics explored include multiple design principles, concept applications, spatial and form definition, preliminary studies, interior and exterior space planning, site orientation, styles and materials. Student design concepts will be expressed verbally and graphically using presentation drawings, isometrics and perspectives, conceptual models, renderings and photographs. Students will develop skills in a studio atmosphere dealing with existing conditions, problem solving using design criteria, codes and environmental relationships for abstract, residential and small commercial structures.

Item 1920-462

Credit Course Revision

ARCH 236 Architecture Design Studio - II

Units 4.0

Description

This second level Design Studio course builds upon the foundation of architectural design studio - ARCH 235. This course presents additional design approaches to spatial and form definition of architectural program, urban and site planning, topographic, civil and environmental issues. Architectural design proposals and projects will be expressed verbally and graphically using presentation drawings, conceptual models, renderings and photographs. Students will enhance their design skills in a studio atmosphere, working to justify their design solutions.

Item 1920-463

Credit Course Revision

ARCH 260 Residential Architecture Using Revit and 3D Software

Units 4.0

Description

This course is for all students pursuing an A.S. Degree in Architecture (Transfer) and Architectural Design and Drawing and presents an intensive study of BIM (Building Information Modeling) applications as they relate to architecture. Utilizing the latest releases of the REVIT Software and previously learned technical and architectural drafting conventions, students will produce two and three dimensional BIM generated

residential architectural drawings and 3D virtual models. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

Item 1920-464

Credit Course Revision

ARCH 261 Commercial Architecture Using Revit with Structural and MEP Applications

Units 4.0

Description

This course is for all students pursuing an A.S. Degree in Architecture (Transfer) and Architectural Design and Drawing and presents an intensive study of BIM (Building Information Modeling) applications as they relate to architecture. Utilizing the latest releases of the REVIT Software and previously learned technical and architectural drafting conventions, students will produce two and three dimensional BIM generated commercial architectural drawings and 3D virtual models. Advanced BIM (Building Information Modeling) applications extends the fundamentals of the ARCH 260 class to include Structural, Mechanical, Electrical and Plumbing extensions of the Autodesk REVIT Building software. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

Item 1920-465

Credit Course Revision

ENGR 217L Electric Circuit Analysis Lab

Units 1.0

Description

This course is an introduction to the design, construction, and measurement of analog and digital electrical circuits including operational amplifiers and modern semiconducting devices. The use of multimeters, oscilloscopes, power supplies, and function generators will be emphasized, as well as the simulation of circuits with software. DC, transient, and AC steady-state conditions are investigated.

Item 1920-466

Credit Course Revision

GEOG 101 Introduction to Physical Geography

Units 3.0

Description

Introduction to Physical Geography is a general education course that introduces students to the natural processes that shape the earth. Weather and climate, landforms and volcanoes, glaciers, rivers and coastal phenomena are among the topics explored. This course is for any student interested in the physical processes that shape land masses.

Item 1920-467

Credit Course Revision

GEOG 101L Introduction to Physical Geography Laboratory

Units 1.0

Description

The physical geography laboratory is designed to acquaint students with the methods, techniques and procedures used by geographers in the study and analysis of the physical environment. Students will use maps, the internet and other tools to work with real-world geographic data. This course fulfills the general education lab requirement in physical sciences when taken with or after GEOG 101.

Item 1920-468

Credit Course Revision

GEOG 102 Introduction to Cultural Geography

Units 3.0

Description

Introduction to Cultural Geography is a general education course that introduces students to the basic elements of culture. Population growth, migration, ethnicity, language, religion, folk and popular culture, and settlement forms are among the topics presented. This course may be of interest to students considering the field of elementary teaching, ecology, social science, or travel related vocations.

Item 1920-469

Credit Course Revision

GEOG 103 World Regional Geography

Units 3.0

Description

World Regional Geography explores the world's geographic regions, including Subsaharan Africa, North Africa, Southwest Asia, China, Southeast Asia, Middle America, South America, Japan, Europe, and Russia. This course describes the cultural, economic and environmental aspects of each of these geographic realms. It provides a geographic perspective that will enhance global awareness and geographic literacy.

Item 1920-470

New Noncredit Course

NBIZ 001 Introduction to Computers

Hours 24.0

Description

This is a computer literacy course designed to enable effective use of the personal computer. Students will gain an overview of the role of technology in today's digital world, become familiar with basic hardware and software elements, and attain independence in conducting Internet searches, creating and managing a personal email account, composing a word processing document, and storing digital files. Basic smartphone use is also covered.

Item 1920-471

New Noncredit Course

NBIZ 002 Keyboarding and Word Processing

Hours 24.0

Description

This course is designed to enable efficient operation of the alphanumeric keyboard on a computer. Common keyboarding techniques will be applied to develop speed and accuracy. Students will create typed document files and learn editing/formatting functions on Microsoft® Word® in order to prepare school assignments, personal and business correspondences.

Item 1920-472

Credit Course Revision

VN 084 Maternal and Pediatric Nursing

Units 4.0

Description

This course focuses on growth and development with concomitant problems traced from newborn through infancy, toddler, preschool, school-age and the adolescent. Nursing care appropriate to the developmental stage of the child and the focus of the pediatric problems including biological and psychological problem's affecting the well and hospitalized child and family. This course is open to students enrolled in the Vocational Nursing Program and is required for the Vocational Nursing Licensure.

Item 1920-473

Request to offer a course via Distance Education – *ONLINE*

LIT 130 Women and Literature

Item 1920-474

Request to offer a course via Distance Education – *ONLINE*
LIT 130 Women and Literature Honors

Item 1920-475

Degree Change

Architectural Design and Drawing

Units 31.0 to 32.0

Description

This major provides a focused course of study for students in preparation for careers as designers of architectural projects and potential licensure as Architects. Emphasis is placed on project visualization, industry-standard drawing techniques and conventions, computer-aided drafting skills, and the specific preparation of architectural building plans. Additionally, the integral coursework includes a focus on the official code requirements necessary for residential and commercial building projects. The curriculum also includes introductory coursework in associated fields of project engineering and construction.

As a degree (in contrast to a certificate), this program requires the completion of general education courses; however, if transfer to a university for a baccalaureate or advanced degree is desired, interested students should carefully consider the specific admission and transfer requirements for individual colleges and universities. This program is not designed to fulfill the most common requirements for transfer to a university in Architecture; please refer to the Associate of Science Degree in Architecture for such preparation.

Item 1920-476

Certificate Change

Architectural Design and Drawing Technician

Units 31.0 to 32.0

Description

This Certificate of Achievement provides a focused course of study for students in preparation for careers as designers of architectural projects and potential licensure as Architects. Emphasis is placed on project visualization, industry-standard drawing techniques and conventions, computer-aided drafting skills, and the specific preparation of architectural building plans. Additionally, the integral coursework includes a focus on the official code requirements necessary for residential and commercial building projects. The curriculum also includes introductory coursework in associated fields of project engineering and construction.

Item 1920-477

New Certificate of Achievement

Architectural Drafting

Units 16.0 to 19.0

Description

This Certificate of Achievement provides a focused course of study for students in preparation for careers as drafters in support of architectural projects. Emphasis is placed on visualization of 3-dimensional objects and the methods and techniques to express buildings and similar objects on 2-dimensional media. Drafting basics are addressed including linework, dimensioning, and symbology in the context of appropriate industry standards. The coursework includes the preparation of architectural building plans as required for project approval and construction. The use of computer-aided drafting software and state-of-the-art building modelling software is an integral component to the certificate.

Item 1920-478

New Certificate of Achievement

Architectural Theory and Design

Units 16.0

Description

This Certificate of Achievement provides a focused course of study for students in preparation for careers in the field of Architecture. Emphasis is placed on the aesthetics of architectural design work along with visualization of 3-dimensional objects and the methods and techniques to express buildings and similar objects on 2-dimensional media. Concepts of sketching & perspective as well the use of color, texture, and materials are incorporated into design. Historical styles and the application of styles in design elements are also part of the curriculum. The use of computer-aided drafting/modelling software is an integral component to the certificate along with the use of classic tools for artistic expression. Coursework involves the preparation of projects and models accomplished within a design lab environment as experienced in higher levels of architectural education and in common workplace conditions.

Item 1920-479

New Certificate of Achievement

Residential Architecture Design

Units 16.0 to 19.0

Description

This Certificate of Achievement provides a focused course of study for students in preparation for careers as licensed Architects or Designers with a focus on single-family homes or duplexes. Emphasis is placed on drafting basics including linework, dimensioning, and symbology in the context of appropriate industry standards and with the use of computer-aided drafting software. Course instruction regarding the requirements of current Building Codes and how they affect residential design is an integral component to the certificate.

Item 1920-480

Degree Change

Civil Design

Units 30.0 to 34.0

Description

This major provides a focused course of study for students in preparation for careers involving the design and construction of Civil Engineering projects. This curriculum also puts interested students on the path to licensure as Civil Engineers. The coursework includes exposure to the broad range of sub-disciplines within the field of Civil Engineering and closely-related fields such as surveying, architecture, GIS, and construction. Additionally, the integral coursework includes focus on the preparation of common civil project drawings using industry-standard drawing techniques and conventions with hand and/or computer-aided drafting tools.

As a degree (in contrast to a certificate), this program requires the completion of general education courses; however, if transfer to a university for a baccalaureate or advanced degree is desired, interested students should carefully consider the specific admission and transfer requirements for individual colleges and universities.

Item 1920-481

Certificate Change

Civil Design Technician

Units 30.0 to 34.0

Description

This major provides a focused course of study for students in preparation for careers involving the design and construction of Civil Engineering projects. This curriculum also puts interested students on the path to licensure as Civil Engineers. The coursework includes exposure to the broad range of sub-disciplines within the field of Civil Engineering and closely-related fields such as surveying, architecture, GIS, and construction. Additionally, the integral coursework includes focus on the preparation of common civil project drawings using industry-standard drawing techniques and conventions with hand and/or computer-aided drafting tools.

Item 1920-482

New Noncredit Certificate

Healthcare Career Preparation and CPR/Basic Life Support

Description

This foundational certificate is designed to orient students to career pathways in the healthcare field and to prepare students in meeting minimum requirements for entry-level employment in medical settings. Students assess compatibility with the healthcare vocation, chart individual educational plans, gain familiarity with common medical terminology, and receive CPR/Basic Life Support training approved by the American Heart Association.

Item 1920-483

New Noncredit Certificate

Medical Billing Specialist

Description

This certificate prepares students with principles and practices of filing medical insurance claims. Students receive training in basic diagnostic and outpatient procedural coding for provider documentations. An important element of the certificate is employment preparation. Students receive guidance in navigating job search resources, preparing application materials, and developing interview skills.

Item 1920-484

New Noncredit Certificate

Medical Office Assistant

Description

This certificate prepares students with professional office and communication skills appropriate for a medical business environment. Courses cover instruction and practice in task organization, customer service and patient interaction, telephone and email etiquette, HIPPA guidelines, electronic billing and medical records management softwares.

IV. UNFINISHED BUSINESS:

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

Item 1920-210

Request to Offer a Course via Distance Education - *ONLINE*
KIN 126 Principles of Strength and Conditioning

Item 1920-211

Request to Offer a Course via Distance Education - *ONLINE*
KIN 170 Sport & Exercise Psychology

Item 1920-212

Request to Offer a Course via Distance Education - *ONLINE*
KIN 193 Standard First Aid and CPR

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

Item 1920-264

**Request to offer a Course via Distance Education - *ONLINE*
FIN 101 Introduction to Financial Planning**

Item 1920-265

**Request to offer a Course via Distance Education - *ONLINE*
FIN 102 Fundamentals of Finance Management and Investment**

Item 1920-266

**Request to offer a Course via Distance Education - *ONLINE*
TCED 044 OSHA Workplace Safety**

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

Item 1920-296

**Request to offer a Course via Distance Education - *ONLINE*
ASL 101 American Sign Language I**

Item 1920-297

**Request to offer a Course via Distance Education - *ONLINE*
ASL 102 American Sign Language II**

Item 1920-298

**Request to offer a Course via Distance Education - *ONLINE*
ASL 120 Introduction to Deaf Studies**

Item 1920-299

**Request to offer a Course via Distance Education - *ONLINE*
ASL 124 Deaf Culture**

Item 1920-300

**Request to offer a Course via Distance Education - *ONLINE*
ASL 201 American Sign Language III**

Item 1920-301

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

Item 1920-302

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

Item 1920-303

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

Item 1920-304

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

Item 1920-305

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

Pending Web Accessibility Approvals (First Read 02/19/20)

Item 1920-326

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

Item 1920-327

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

Pending Web Accessibility Approvals (First Read 02/19/20)

Item 1920-352

Request to offer a course via Distance Education - *ONLINE*
WFT 101 Wildland Fire Behavior

Item 1920-353

Request to offer a course via Distance Education - *ONLINE*
WFT 102 Wildland Firefighter Safety and Survival

Item 1920-354

Request to offer a course via Distance Education - *ONLINE*
WFT 103 Wildland Fire Operations

Item 1920-355

Request to offer a course via Distance Education - *ONLINE*
WFT 104 Wildland Fire Investigation, Prevention, and Public Information

Item 1920-356

Request to offer a course via Distance Education - *ONLINE*
WFT 105 Wildland Fire Logistics, Finance, and Planning

Pending Web Accessibility Approvals (First Read 04/01/20)

Item 1920-392

Request to Offer a Course via Distance Education - *ONLINE*
LOG 110 Warehouse Management

Pending Web Accessibility Approvals (First Read 04/22/20)

Item 1920-431

Request to offer a Course via Distance Education - *ONLINE*
LOG 105 Purchasing Management

Item 1920-432

Request to offer a Course via Distance Education - *ONLINE*
LOG 115 Inventory Management

V. DISCUSSION ITEMS/ATTACHMENTS

1. Outcomes and CurriQunet

VI. ADJOURNMENT