

**Rio Hondo Community College District  
Curriculum Committee  
Minutes  
Wednesday, April 29, 2020 – Remote**

**Voting Members Present:** Dana Arazi, Ryan Carey, Janet Cha, Mike Garabedian, Alex Gardos, Rose Marie Gaw, Lydia Gonzalez, Sean Hughes, Jannine Livingston, Moises Mata, Jim Newman, Dorali Pichardo-Diaz, Elizabeth Ramirez, Melissa Rifino-Juarez, Mutsuno Ryan, Mike Slavich, Jennifer Tanaka, Christian Vaca, Chloe Placencia, Student Representative

**Non-Voting Members Absent:** Rose Sanceda

**Voting Members Absent:** Sharon Bell, Patti Luna, Michele Pilati, Claudia Rivas, Warren Roberts

**I. APPROVAL OF THE MINUTES FROM THE MEETING ON APRIL 22, 2020**

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

Approved/2 abstentions                       Not Approved                       Tabled

**II. PUBLIC COMMENT:**

Dana Arazi announced that the new Temporary Distance Education approval form has now been uploaded onto the Curriculum webpage. An email will be sent to all discipline faculty notifying them of the new process.

**III. ACTION ITEMS**

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

**B) Second Readings:**

It was moved by Jim Newman; seconded by Alex Gardos and approved by the committee to approve **Items 1920-374, 1920-410 thru 1920-430** for second read as a group.

Approved                       Not Approved                       Tabled

**Item 1920-374**

**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. The course may be of interest to students interested in both film and television production. Topics include screenwriting, storyboarding, camera operation, lighting, production sound, and non-linear editing. Students 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. The course incorporates career pathways in the contemporary media landscape, including branded content, social media, and new media. Emphasis is placed on personal storytelling, crew collaboration, professionalism, and building a professional resume and portfolio.

**Item 1920-410****Credit Course Revision****DANC 150 Introduction to World Dance****Units 1.0****Description**

Introduction to World Dance offers dance and non-dance students an opportunity to study cultural diversity through the activity of dance. Students learn how to analyze and perform basic movement patterns as they compare and contrast the social conventions, religious traditions, and historic contexts represented in dance practices from different parts of the world that are performed in the United States today.

**Item 1920-411****Credit Course Revision****DANC 151 Modern Dance I****Units 1.0****Description**

Modern I is a studio course offering the beginning modern dancer an introduction to the fundamental principles of modern dance. This course emphasizes an awareness of breath and gravity, skeletal alignment, core strength and investigates kinesthetic and spatial awareness. Modern dance technique, improvisational exercises, and choreographic phrases provide physical, mental and creative exploration for beginner students, those preparing for transfer, and those seeking careers in dance. This course is a requirement for the AA in Dance and Dance Certificate. This course may be taken once and repeated three times for credit.

**Item 1920-412****Credit Course Revision****DANC 153 Ballet I****Units 1.0****Description**

This is an introductory course for those students who seek technical skill in classical ballet. The course will focus on functional body alignment and placement, traditional steps and combinations, musicality, ballet terminology, and the development of strength and flexibility. Students will also gain knowledge of classical and contemporary ballet history. This course may be taken once and repeated three times for credit.

**Item 1920-413****Credit Course Revision****DANC 154 Jazz Dance I****Units 1.0****Description**

Jazz Dance I is designed to introduce the beginning student to the fundamental physical skills, polyrhythms, terminology, and historical context that form the basis of Jazz dance technique. Highly visible on stage and screen, Jazz Dance is an eclectic and versatile contemporary art form with deep roots in African American music and dance. A variety of Jazz dance styles will be introduced, and may include tap, musical theater, contemporary lyrical, pop, funk, hip-hop, Lindy Hop, and other African-American, Latin, Cuban, Afro-Caribbean social dances that form the basis of this dance genre in the United States.

**Item 1920-414****Credit Course Revision****DANC 159 Choreography I****Units 3.0****Description**

Choreography I is an introduction to the art and craft of dance composition. Through lecture and activity, students will learn how to incorporate the elements of dance in order to create meaningful dance works. Basic elements of choreography, including form, design, motivation, phrasing, gesture, rhythm, dynamics, musical accompaniment, and production basics, will be explored through improvisational exercises and

experimentation. Additionally, students will learn to analyze dance critically through Laban Movement Analysis. The class will culminate in the presentation of student choreography.

**Item 1920-415**

**Credit Course Revision**

**DANC 162 Dance Production**

**Units 3.0**

**Description**

This course offers an introduction to the technical aspects of dance production and is designed for the beginner level dance student. Topics of exploration include basic staging, costume design, set design, make-up, lighting, sound production, and publicity. Productions will be presented for public performance either on and/or off campus.

**Item 1920-416**

**Credit Course Revision**

**DANC 179 Dance History**

**Units 3.0**

**Description**

This survey course investigates the forces and figures which have shaped dance through history. Through readings, films, research, and class discussions, students will study dance forms from ancient to contemporary times with particular attention to Western concert dance. Comparisons of various dance techniques, theories, and personalities will be conducted through dance movement analysis. This course is designed for students seeking to broaden their understanding of dance while fulfilling their general education arts requirement and for dance majors pursuing an Associate of Arts in Dance or Certificate of Achievement in Dance.

**Item 1920-417**

**Credit Course Revision**

**DANC 179H Dance History Honors**

**Units 3.0**

**Description**

This survey course investigates the forces and figures which have shaped dance through history. Through readings, films, research, and class discussions, students will study dance forms from ancient to contemporary times with particular attention to Western concert dance. Comparisons of various dance techniques, theories, and personalities will be conducted through dance movement analysis. This course is designed for students seeking to broaden their understanding of dance while fulfilling their general education arts requirement and for dance majors pursuing an Associate of Arts in Dance or Certificate of Achievement in Dance and is intended for those who meet Honors Program requirements.

**Item 1920-418**

**Credit Course Revision**

**DANC 182 Dance Ensemble**

**Units 3.0**

**Description**

This course provides an opportunity for dance students to develop and practice dance ensemble skills necessary to rehearse and produce a professional dance performance. Modes of collaboration, basic ensemble skills used in the field of dance, rehearsal techniques, and the process of rehearsing and producing collaboratively will be covered. Productions will be presented for public performance either on and/or off campus.

**Item 1920-419****Credit Course Revision****DANC 199 Dance Appreciation****Units 3.0****Description**

This survey course is a multi-cultural exploration of one of the world's oldest and most universal art forms. Dance will be analyzed in terms of body, effort, space, and shape and examined for cultural, social and political influences. In addition, the history of dance techniques and dance genres are investigated through lecture, film, and performance. This course is designed for students seeking to broaden their understanding of dance while fulfilling their general education arts requirement and for dance majors pursuing an Associate of Arts in Dance or Certificate of Achievement in Dance.

**Item 1920-420****Credit Course Revision****DANC 199H Dance Appreciation Honors****Units 3.0****Description**

This survey course is a multi-cultural exploration of one of the world's oldest and most universal art forms. Dance will be analyzed in terms of body, effort, space, and shape and examined for cultural, social and political influences. In addition, the history of dance techniques and dance genres are investigated through lecture, film, and performance. This course is designed for students seeking to broaden their understanding of dance while fulfilling their general education arts requirement and for dance majors pursuing an Associate of Arts in Dance or Certificate of Achievement in Dance and is intended for those who meet Honors Program requirements.

**Item 1920-421****Credit Course Revision****DANC 251 Modern Dance II****Units 1.0****Description**

Modern II is a studio course offering the intermediate modern dancer an opportunity to deepen and strengthen fundamental skills acquired in Modern I. While continuing to develop proper alignment and modern dance technique, the intermediate student will learn to perform combinations while shifting spatial orientation and integrating improvisation as required in auditions. Learning to create movement phrases, the Modern Dance II student will develop a sense of artistry and dynamic phrasing necessary for performing. Further understanding and identifying the underlying movement principles of modern dance, students will hone their technical skills in preparation for transfer or careers in dance. This course is a requirement for the AA in Dance and Dance Certificate. This course may be taken once and repeated three times for credit.

**Item 1920-422****Credit Course Revision****DANC 253 Ballet II****Units 1.0****Description**

Ballet II is an intermediate level course designed for students who wish to further develop the technical and performance skills acquired in Ballet I. The class includes more advanced technique work at the barre, across the floor, and in center floor combinations. Complex adagio and allegro dance sequences will also be introduced. Students will have the opportunity to perform in an informal showing or concert setting. This course may be taken once and repeated three times for credit.

**Item 1920-423****Credit Course Revision****DANC 254 Jazz Dance II****Units 1.0****Description**

Jazz Dance II is an intermediate level course designed for students who wish to further develop the technical and performance skills acquired in Jazz Dance I. The social histories and cultural contexts of Jazz Dance will be emphasized through lectures, readings, and observations of a professional dance concerts, musical theater, and Contemporary Dance in the film, television and music video industries. Students will also have the opportunity to perform in an informal showing or concert setting.

**Item 1920-424****Credit Course Revision****EMT 093 Emergency Medical Technician****Units 9.0****Description**

This course is designed to certify students as a National Registry and state of California Emergency Medical Technician (EMT), and gain employment as an ambulance EMT, hospital emergency department EMT, or event staff EMT. After successful completion of this course, students will be approved to take the National Registry EMT cognitive examination and then request certification as an EMT through the Los Angeles County EMS Agency or other local EMS accrediting agencies in California. Topics discussed include pre-hospital care terminology, cardiovascular emergencies, emergency childbirth, communicable disease transmission, extrication tools and equipment, tactical casualty care, automatic external defibrillation and an understanding of the emergency medical services system. In order to participate in this course students must pass a background check, EMT medical physical that includes vaccination verification and a 10-panel drug screen.

**Item 1920-425****Credit Course Revision****EMT 100 Emergency Medical Responder****Units 3.0****Description**

This course is intended for students that seek a better understanding of the role and responsibilities of a first responder. This class also meets the State of California Title 22 requirements pertinent to CPR, First Aid and AED (automatic external defibrillation) training as it relates to the EMT (Emergency Medical Technician). This course will also certify the student in CPR for the healthcare professional.

**Item 1920-426****Credit Course Revision****ENGT 122 Engineering Design Graphics****Units 4.0****Description**

This course is an introduction to graphics as used in engineering design and the systematic use of graphic solutions and descriptive geometry to solve three dimensional engineering problems involving space, points, planes and lines. Technical drawing using I.S.O. and A.N.S.I. standards including geometric dimensioning and tolerancing, will be stressed with a conceptual design project and preparation of working drawings. This course is required for all students working towards a degree or certificate in the Architecture and Engineering Design Drafting program. The course is also recommended for students interested in transferring to Schools of Engineering.

**Item 1920-427**

**Credit Course Revision**

**ENGT 150 AutoCAD for Basic CADD Applications**

**Units 4.0**

**Description**

This course is for students preparing for high technology careers who need the skills necessary to function as an entry level CADD operator or to apply CADD to specific disciplines of mechanical and architectural design, manufacturing, illustration and engineering related documents. An overview of computer graphics and CADD (Computer Assisted Design and Drawing) utilizing the latest release of AutoCAD software will be provided. Students will produce 2D orthographic, isometric, and basic 3D model solutions of mechanical and architectural applications.

**Item 1920-428**

**Credit Course Revision**

**ENGT 170 MicroStation for Basic CADD Applications**

**Units 4.0**

**Description**

This course is for students preparing for high technology careers who need the skills necessary to function as an entry level CADD operator or to apply CADD to specific disciplines of mechanical and architectural design, manufacturing, illustration and engineering related documents. An overview of computer graphics and CADD (Computer Assisted Design and Drawing) utilizing the latest release of MicroStation software will be provided. Students will produce 2D orthographic and basic 3D model solutions of mechanical and architectural applications.

**Item 1920-429**

**Credit Course Revision**

**LOG 105 Purchasing Management**

**Units 3.0**

**Description**

This course is intended for students seeking a career in logistics or supply chain management. This course explores the basic purchasing functions including establishing purchasing requirements and quantities, developing purchasing policies and procedures, receiving acceptable goods, arranging for packaging and shipping, managing inventory control, and the integration of the purchasing activities with other business functions.

**Item 1920-430**

**Credit Course Revision**

**LOG 115 Inventory Management**

**Units 3.0**

**Description**

This course is intended for students seeking a career in logistics or supply chain management. The course reviews the concepts and techniques available for planning and controlling inventories. The student will examine methods to determine the appropriate amount of inventory to carry; the relationship between inventory as a physical asset and an accounting asset; the difference between raw material, work-in-process, and finished goods inventories; controlling the physical locations of inventory; recognizing and analyzing inventory dysfunctions; bar code technologies; and protecting inventory from natural, technological, and man-made disasters.

**C) First 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.

It was moved by Jim Newman; seconded by Jannine Livingston.

***Correction Needed: Assignments remove "Other"***

\_X\_ Approved

Not Approved

Tabled

### **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.

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

***Correction Needed: Assignments remove "Other"***

\_X\_ Approved

Not Approved

Tabled

### **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.

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

***Correction Needed: Assignments remove "Other"***

\_X\_ Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Assignments remove "Other"/Consolidate Textbook Rationale***

\_X\_ Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Assignments remove "Other"***

\_X\_ Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Assignments remove "Other"/Consolidate Methods of Evaluations and Instruction***

Approved

Not Approved

Tabled

**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.

It was moved by Jannine Livingston; seconded by Jim Newman.

***Correction Needed: Assignments remove "Other"***

Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Consolidate Methods of Instruction and Evaluation***

Approved

Not Approved

Tabled

**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.

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

***Correction Needed: SAM Code to "C"/Consolidate Methods of Instruction and Evaluation***

\_X\_ Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Consolidate Methods of Evaluation and Instruction/SAM Code to Clearly Occupational***

\_X\_ Approved

Not Approved

Tabled

**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.

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

\_X\_ Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Consolidate Methods of Evaluation and Instruction***

X Approved

Not Approved

Tabled

**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.

It was moved by Melissa Rifino-Juarez; seconded by Jim Newman.

***Correction Needed: SAM Code to Clearly Occupational***

X Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Consolidate Methods of Evaluation and Instruction***

\_X\_ Approved

\_Not Approved

\_Tabled

**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.

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

***Correction Needed: Consolidate Methods of Evaluation and Instruction***

\_X\_ Approved

\_Not Approved

\_Tabled

**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.

It was moved by Jannine Livingston; seconded by Jim Newman.

***Correction Needed: Consolidate Methods of Evaluation and Instruction***

Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Assignment remove "Other"/ Consolidate Methods of Evaluation and Instruction***

Approved

Not Approved

Tabled

**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.

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

***Correction Needed: Assignment remove "Other"/ Consolidate Methods of Evaluation***

Approved

Not Approved

Tabled

**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.

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

***Correction Needed: SAM Code to Advanced/Course Description/Assignments/Consolidate Methods of Evaluation/Textbook Author***

X Approved

Not Approved

Tabled

**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".

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

***Correction Needed: Consolidate Methods of Evaluation and Instruction***

X Approved

Not Approved

Tabled

**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.

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

X Approved

Not Approved

Tabled

***Due to time constraints Items 1920-454 thru 1920-459 will be continued on May 6, 2020.***

#### **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.

**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  
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*

*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/ATTACHMENT**

Dana Arazi briefly discussed the addition of an Outcomes Faculty member to our committee. Due to time constraints this discussion will be continued next week.

**VI. ADJOURNMENT**

Dana Arazi adjourned the meeting at 12:38 p.m.