**Rio Hondo Community College District**

**Curriculum Committee**

**Minutes**

**Wednesday, April 28, 2021 - Remote**

**Voting Members Present:** Dana Arazi, Michelle Bean, Ryan Carey, Wendy Carrera, Janet Cha, Maria Cruz, Marius Dornean, Mike Garabedian, Alex Gardos, Rose Marie Gaw, Lydia Gonzalez, Sean Hughes, Jannine Livingston, Patti Luna, Dorali Pichardo-Diaz, Ted Preston, Elizabeth Ramirez, Melissa Rifino-Juarez, Mutsuno Ryan, Mike Slavich, Jennifer Tanaka, Christian Vaca

**Voting Members Absent:** Lukas Gunderson, Student Representative

**Non-Voting Members:** Rose Sanceda

**Guests:** Kevin Smith

1. **APPROVAL OF THE MINUTES FROM APRIL 14, 2021**

It was moved by Lydia Gonzalez; seconded by Alex Gardos.

Discussion began with Dana Arazi reporting that the email chain from the past week has been attached to the minutes. The committee discussed whether this inclusion was necessary. Both Dana and Michelle Bean stated that for transparency purposes it was. It was then noted that not all email conversations were included in the minutes. Dana explained that he updated the minutes on Tuesday evening and will include the emails from later on today’s minutes.

Patti Luna motioned to accept the minutes with the email attachments; Lydia Gonzalez seconded.

\_\_13\_ Approved w/6 abstensions \_\_1\_Not Approved \_\_\_\_\_Tabled

1. **PUBLIC COMMENT:**

Melissa Rifino-Juarez stated that if our committee is to be public, shouldn’t the link to our meeting be posted to the Curriculum webpage? Dana stated that yes it should be. Melissa then stated that we as a committee need to improve our procedures and be more transparent to the public.

Patti Luna reminded the committee that in the past there have been many heated discussions. She thinks that possibly due to Covid 19 people are more sensitive than normal. She also stated that sometimes emails can be misinterpreted and that when emails become personal they should not be public. She thanked Dana for all he has done for the committee during these trying times and stated that she did not believe anything was done in a purposeful or accusing manner.

Wendy Carrera stated that she thinks the committee follows the Brown Act as close as possible and that the committee is very transparent about its actions. She also agreed with Patti that things can be misinterpreted when read not said. She also feels like the committee is very transparent and does not feel any malice between members. She reminded members that we need to work as a team and that we are her to serve our students.

Lydia Gonzalez stated that due to Covid things have had to change. There are more email conversations than ever. Her concern was that the voting process was not clear and that it is sometimes difficult to follow the Brown Act guidelines via Zoom. She also did remember that Dana had stated there would be a week to campaign for the Curriculum Chair position. Nominations were to be announced on April 21st, campaign for 1 week and then vote on April 28th.

Dana Arazi asked Elizabeth Ramirez if she would like to address the committee prior to voting for the Curriculum Chair position.

Elizabeth Ramirez addressed the committee by thanking members for taking time to read her qualifications statement and then added that she also has worked on the Guided Pathways committee. She also reiterated Wendy’s thoughts by stating that Curriculum is a team that works together and by doing so, the committee manages to review and approve a lot of curriculum. She stated that if elected her focus will be to continue this and to always keep the interests of our students in mind while doing so.

Dana Arazi stated that there are several levels of governance and rules that can sometime be difficult to interpret and follow. As a Chair, it is his responsibility to help the committee members understand the rules. Although our Bylaws do not clearly address how the vote is to be handled, we should be following the same rules as our Board of Trustees and the California Legislature. The Board of Trustees holds elections via Roll Call and we should abide by this process also. He stated that he would like to continue on as Chair of the committee and his goal will be to fair and consistent in all curriculum matters.

1. **CURRICULUM CHAIR ELECTIONS**

The committee elected Lydia Gonzalez, via roll call vote, to run the Curriculum Chair elections.

Before the election, Ted Preston proposed the question, “Would it be possible to have Co-chairs and would the two candidates even be interested in this”?

After much discussion by several committee members it was decided that in order to have Co-chairs there would have to a change to the bylaws. Michelle Bean informed the committee that in order to change the existing bylaws there would need to be two reads and 2/3’s vote. This would not be something you could accomplish in one meeting.

Lydia Gonzalez then asked the committee how they would like to handle the vote via Survey Monkey or Roll Call? She shared a Survey Monkey poll with the committee.

Michelle Bean stated that we should abide by the Brown Act and use the Roll Call method. Wendy Carrera said that if we decided to do the Roll Call should non-voting members leave the meeting until the vote is completed? Michelle Bean said that according to Roberts Rules, yes, you can request that non-voting members leave the room.

Melissa Rifino-Juarez asked why we are not following Academic Senate’s lead? Kevin Smith responded that the Academic Senate guidelines allow for electronic voting. The Curriculum Committee by-laws do not address this. Melissa stated that because both members running for Chair will most likely be sitting on the committee in the future, why not make this comfortable for them and use the Survey Monkey poll?

Melissa motioned to use the Survey Monkey poll; Mike Slavich seconded. Committee voted to approve the poll – 14 yay, 2 nay, 2 abstentions

After the vote, Michelle Bean then stated that the bylaws are clear and that she felt uncomfortable going against the bylaws. Brown Act states that the vote should be Roll Call and we should follow our Board of Trustees procedures and use the Roll Call method.

Mike Slavich called the question to vote – using both Survey Monkey and the Roll Call method.

The motion passes – 11 yay, 1 nay, and 4 abstentions.

Elizabeth Ramirez is elected as next Curriculum Chair by a vote of 9 to 5 with 5 abstentions.

Dana Arazi congratulated Elizabeth and then asked Elizabeth if she would like to address the

Committee. Elizabeth thanked everyone for participating in the election process and then thanked Dana on his service and for all he had to overcome running the committee through these Covid times.

***Due to time constraints the remaining agenda items will be continued on May 12th.***

1. **DISCUSSION ITEMS/ATTACHMENTS**

**A) Elizabeth Ramirez – CCCCO and ADT language update**

1. **ACTION ITEMS**
2. **Approval of Consent Agenda**

**Item 2021-281**

**Requests for Emergency Distance Education**

**Courses: ANIM 133, ART 299C, CD 119, DANC 179H, DANC 199H, JOUR 299, NCOA 008, PAC 043**

1. **Second Readings**

**Item 2021-250**

**Credit Course Revision**

**CARP 040K Rigging**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers procedures for proper lifting and rigging methods as well as information about and the history behind industry-recognized standards, applicable regulations, specific hazards, and general safety concerns associated with construction rigging. Detailed descriptions of hoisting and rigging configurations, lifting hardware, crane types, and operating issues are presented. In-class training takes up identifying standard signaling and communication methods, and stresses the importance of load calculations, manufacturer load limits, inspection criteria, and safe operator/operating parameters applicable to the carpenter trade. Upon successful completion, students will receive a United Brotherhood of Carpenters (UBC) Rigging Qualification Card.

**Item 2021-251**

**Credit Course Revision**

**CARP 040L Solar Installer Level 1**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course provides students with an industry overview and outlook for photovoltaic (i.e., renewable) energy production. Key terms and concepts of photovoltaic system operations include solar cell technology, photovoltaic array configuration, series and parallel circuits, testing equipment, inspection, balance of system components, mounting methods, and applicable codes. Practical training covers site analysis, system orientation based on site location, safety concerns, utilization of construction tools, and skills for rooftop and ground mount system installations. Upon successful completion students receive a United Brotherhood of Carpentry (UBC) Solar Installer Level 1 Qualification Card.

**Item 2021-252**

**Credit Course Revision**

**CARP 040M Water Treatment Facilities**

**Description**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. The course provides instruction in the detailing, layout and construction of concrete formwork and waterstop used in water treatment facilities. The terms, components, materials, building techniques and procedures will be presented. The class project includes keyway, panel, waterstop, head wall and wing wall construction.

**Item 2021-253**

**Credit Course Revision**

**CARP 040T Storefront Installations**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers all aspects of the installation process, from constructing storefront openings through placing glass components into the commercial storefront metal framing. Emphasis is placed on print interpretation, window and door schedules, and symbols and material recognition. Key discussions draw attention to typical problems, causes, and solutions encountered during the glazing assembly and installation processes. In-class training takes up glazing tools and techniques, applicable building/fire codes, layout accuracy, and proper fit and alignment.

**Item 2021-254**

**Credit Course Revision**

**CARP 050J Exterior Finish Details**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the terminology, design considerations, and construction techniques for various types of exterior finish detail installations. Students use plan views and drawing elevations for job planning activities, including calculating dimensions and materials, identifying wall covering types, and other exterior construction details. Students use the construction techniques they learn to complete various exterior detail installations to print specifications.

**Item 2021-255**

**Credit Course Revision**

**CARP 050K Advanced Stairs**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers basic stair construction before presenting advanced skills needed to perform circular and “u-shaped” stair framing tasks. Students interpret floor plans and drawing elevations for job planning, and to lay out and construct advanced stair designs. Students will adapt stair calculations to determine the number of stairs, landing height, stair tread, and riser dimensions. In addition to measuring skills, mathematical principles, and stair and handrail fabrication and assembly, the course covers installation techniques required for circular and u-shaped stair configurations.

**Item 2021-256**

**Credit Course Revision**

**CARP 050L Advanced Commercial Framing**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers advanced commercial wall framing theory and construction techniques with structural hardware and shear panel installation. Students interpret floor plans for job planning and to lay out and detail plates for complex wall configurations, rake walls, and openings. Instruction includes measuring skills, the use of mathematical principles, advanced rake wall construction design, plywood shear panel installation, and structural hardware attachment.

**Item 2021-257**

**Credit Course Revision**

**CARP 050M Bridge Falsework**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers bridge falsework design and construction methods and procedures. The techniques for bent assemblies, base sub-assemblies, deck soffits and hardware installation are presented. Falsework tasks include rigging and alignment techniques, and relevant safety, math, and print reading are covered in the in-class training.

**Item 2021-258**

**Credit Course Revision**

**CARP 050N Advanced Roof Framing**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the advanced skills used to frame hip roof types, including terminology, roof characteristics, and construction methods. Students interpret print views and elevations for job planning to determine hip roof rafter systems and layout details. Students perform rise, run, rafter angles, and length calculations. Framed wall construction is incorporated to facilitate hip roof assemble techniques and installation procedures.

**Item 2021-259**

**Credit Course Revision**

**CARP 050P Panelized Roofing**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the structural components and building techniques associated with heavy timber construction and panelized roof systems, and includes discussions about the advantages of different types of manufactured wood used in these processes, including their load carrying strength, span, and spacing. Emphasis is placed on the distinction between standard post and beam and heavy timber construction. Students interpret floor plan, section views, and drawing elevations for job planning, and to lay out and construct a heavy timber post-and-beam-supported panelized roof.

**Item 2021-260**

**Credit Course Revision**

**ED 110 Introduction to Teaching**

**Description**

This course is designed to introduce students to the profession of teaching through lecture and observation of K–12 classrooms and public schools. The major aspects of the teaching profession and the diversity of the public school system are examined and discussed, and students gain experience in all three levels of the K–12 system. This course is intended for students considering a career in teaching; 45 hours of structured fieldwork is required.

**Item 2021-261**

**Credit Course Revision**

**ENGT 131 Engineering and Manufacturing Applications of Technical Drawing**

**Description**

This intermediate course takes up technical drawing as used in manufacturing applications of design and engineering technology, and is intended for all students in areas of study related to engineering, technical drafting, design, and computer graphics. The course incorporates orthographic projection, introduction to tool design, and applications of descriptive geometry through layouts and developments. The course also covers the American National Standards Institute (ANSI) Y14.5 standard, precision dimensioning, geometric tolerancing, and manufacturing terminology and processes. Lab exercises and drawings are used to reinforce lecture and demonstration concepts.

**Item 2021-262**

**New Credit Course**

**PHTO 140 Introduction to Lighting**

**Description**

In this course students use cameras to explore the creative use of light, and to produce works that apply to basic lighting principles with natural, continuous, or strobe light sources. Topics include an introduction to lighting vocabulary, design, and exposure control, and light modifiers are covered through concept-driven assignments. Relevant examples of lighting from historic and contemporary photography as well as the cinematic arts are presented throughout. This course is intended for all students working with camera-based media whose work requires the use of light to convey meaning, define a subject, or tell a story.

**Item 2021-277**

**Program Revision**

**AA-T in Studio Arts for Transfer**

**Description**

The Associate in Arts in Studio Arts for Transfer (AA-T) Degree is intended to meet the lower division requirements for Studio Arts majors (or similar majors) at a CSU campus that offers a Studio Arts baccalaureate degree.

Students who earn an AA-T in Studio Arts demonstrate knowledge and skill in areas including drawing, painting, ceramics, printmaking, photography or digital media. Foundational skills and knowledge of the studio arts are the springboard for an array of careers including professional artist, illustrator, layout artist, graphic designer, animator, advertising artist, art director, art critic, art educator, art therapist, gallery and museum curator, gallery assistant and art restorer. The CSU campuses offer a wide range of specialized bachelor’s degrees, including each of the studio arts as well as art education, art history, photography, digital arts and multimedia, graphic design and arts technology.

**Item 2021-278**

**Program Revision**

**Certificate of Achievement in Geographic Information Systems**

**Description**

This Certificate of Achievement in Geographic Information Systems (GIS) is intended for students interested in becoming a GIS technician. A GIS technician utilizes standard GIS tools and utilities to enter and correct data in GIS databases, including locating addresses and georeferencing scanned maps, as well as digitizing, collecting, and processing data from the field. Most duties assigned to GIS technicians are routine, with a heavy amount of database entry and management, culminating in the eventual generation of maps from data. A GIS technician performs no data interpretation after data has been stored unless under the guidance of the analyst. Many students enrolled in GIS courses at Rio Hondo College have degrees in a variety of disciplines; after completing the GIS courses, these students can be regarded as a GIS analyst within their area of discipline (e.g., crime analyst, environmental planner, etc.).

**C.) First Readings:**

***Continued from April 14, 2021***

**Item 2021-265**

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

**DANC 199H Dance Appreciation Honors**

**Item 2021-266**

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

**ED 110 Introduction to Teaching**

**Item 2021-268**

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

**GIS 130 Field Data Applications for GIS**

**Item 2021-269**

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

**GIS 221 Cartography Design and Geographic Information Systems**

**Item 2021-270**

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

**GIS 222 GIS for Civil Engineering and Public Works**

**Item 2021-271**

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

**GIS 230 GIS for Geographic Information Systems (GIS) in Environmental Technology**

**Item 2021-272**

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

**GIS 280 Geospatial Programing and Web Services**

**Item 2021-273**

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

**GIS 281 Crime Mapping and Analysis**

**Item 2021-274**

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

**KINA 136 Pilates Mat I**

**Item 2021-275**

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

**KINA 140 Walking for Fitness**

**Item 2021-276**

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

**KINA 148 Strength Training**

**Item 2021-279**

**Request for Course Addition to Advanced Placement Examination Program**

**HIST 102 History of World Civilization 1500 to the Present**

**Exam: World History – Modern**

**Score: 3**

**RHC GE Area: Social & Behavioral Sciences**

**Units: 3**

**Item 2021-280**

**Request to award CLEP Credit**

**Exam: Social Sciences and History**

**Score: 50**

**RHC GE Area: Social & Behavioral Sciences**

***New First Read Items***

**Item 2021-282**

**Credit Course Revision**

**CARP 050R Intermediate Commercial Framing**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course goes beyond basic wall framing theory, and involves the application of wall construction techniques that require greater skill levels. Topics include a review of basic wall framing and floor plans used for job planning, design recognition, and materials lists. Students lay out and detail wall plates for locating basic wall components and door openings. Instruction details how structural connections are made, and includes measuring skills, mathematical principles, wall assembly, and installation procedures.

**Item 2021-283**

**Credit Course Revision**

**CARP 050S Intermediate Stairs**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course uses floor plans and print elevations at an intermediate level to enhance developing students’ basic stair construction skills. Students interpret prints to complete job planning, project layouts, and material cut lists for “L-shaped” stair designs. Stair calculations are used to determine the number of stairs, landing height, stair thread, and riser dimensions for assigned projects.

**Item 2021-284**

**Credit Course Revision**

**CARP 050T Drywall Applications**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers required and supplemental instruction for carpentry apprentices, and focuses on the commercial and residential skills necessary to properly handle and install drywall used in specialized applications including fire resistance, sound control, and for-life safety. Layout, cutting, attachment procedures, and productivity techniques are discussed and practiced under jobsite conditions. Wall framing and drywall finishing methods are incorporated into the hands-on activities.

**Item 2021-285**

**Credit Course Revision**

**CARP 050U Interior Elevations**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers required and supplemental instruction for carpentry apprentices, including the techniques and skills used in construction of interior spaces. Print elevation views and details are utilized for job planning and design recognition, and to determine materials. Students lay out and detail interior walls, surfaces for arches, soffits, and trim installation. Instruction includes a review of transit and builder levels, measuring skills, and cutting techniques for inside/outside corners and radius cuts.

**Item 2021-286**

**Credit Course Revision**

**CARP 050V Welding Fabrication**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course is designed as an introduction to layout and basic welding and fabrication. Students are introduced to the basic skills of measuring, equipment setup and cutting, shaping, grinding, welding, filing, heating, and bending metal parts. Training includes fundamental arc welding techniques to fabricate project components.

**Item 2021-287**

**Credit Course Revision**

**CARP 070I Advanced Suspended Scaffold**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the advanced techniques and procedures required when constructing suspended scaffolds supported by structural members. Students identify the suitable structural components for this application type, and the methods used to determine load bearing capability of structural elements are presented. Hazards and precautionary techniques associated with safely building this type of suspended platform are the focus of this training.

**Item 2021-288**

**Credit Course Revision**

**CARP 070J Confined Space**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers safe access, entry, and monitoring methods for work-confined spaces. Terminology, hazard recognition, air quality, and the use of various types of personal protective and respiratory equipment are presented. Students complete simulated work tasks and emergency rescue procedures utilizing a mock up. Upon successful completion of the course students are issued a United Brotherhood of Carpenters (UBC) Confined Space Qualification Card.

**Item 2021-289**

**Credit Course Revision**

**CARP 070K Scaffold Reshoring**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the basic techniques and procedures associated with frame, system, and tube and clamp scaffold components used in industrial settings. Regulations, terminology and components used in these systems types are discussed in depth. Construction practices and safety considerations include plant operating processes, equipment, hazardous material awareness, and emergency response. Students identify and erect equipment using basic configurations suitable for jobsites where industrial scaffolds are commonly used during maintenance cycles.

**Item 2021-290**

**Credit Course Revision**

**CARP 070L Specialty Scaffold Applications**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers specialty scaffold applications focusing on ramps, chutes, and mobile towers suitable for light and heavy duty use. Students identify the characteristics of commercial and industrial scaffold construction. The selected projects for the course introduce the techniques and procedures used for access/egress, debris handling, and maintenance scaffolds.

**Item 2021-291**

**Credit Course Revision**

**CARP 070N Scaffold Erector Qualification**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course is designed to comply with applicable regulations and to provide students with industry-recognized general scaffold building credentials. A fundamental approach and careful explanation of scaffold-built applications is presented, including safety and terminology, elevated platform intended use, span and loading criteria, access and egress, stability, structural connections, and inspections. Detailed project drawing review provides practical experience in locating dimensions and determining layout and scaffold material requirements. Emphasis on erection/dismantling sequence fosters the development of job planning, preparation skills, and applied math. The importance of a safety program that includes site specific conditions, communication, and fall protection is addressed during scaffold construction exercises.

**Item 2021-292**

**Credit Course Revision**

**CARP 070P Industrial Scaffolding**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the basic techniques and procedures associated with frame systems and tube and clamp scaffold components used in industrial settings. A major focus of the course is construction practices and safety considerations, including general plant operating conditions and hazards. Upon successful completion of the course students are issued a United Brotherhood of Carpenters (UBC) Scaffold Qualification Card (standard 40-hour training).

**Item 2021-293**

**Credit Course Revision**

**CARP 080A Basic Wood Flooring Installation**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course provides an introduction to wood flooring materials and installation techniques. Students study the characteristics of various hard and soft wood species typically chosen for grade, durability, and color. The inspection of existing subfloors is discussed, and procedures for installing new subfloors are included. The proper preparation and installation sequence of wood strips and plank flooring is the main focus of the training.

**Item 2021-294**

**Credit Course Revision**

**CARP 080B Borders**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the fabrication and production skills used to create borders for wood flooring installations. Students interpret floor plans to determine details for border designs and estimate materials. Instruction include designs considerations, geometric layout procedures, and techniques for maintaining border symmetry.

**Item 2021-295**

**Credit Course Revision**

**CARP 080C Parquet Flooring**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the methods and techniques for installing parquet flooring. Students study the characteristics of various parquet flooring patterns, and evaluate the suitability of hard and soft woods for use in parquet flooring patterns. The inspection, patching, and leveling of existing subfloors are discussed and practiced. The proper preparation and installation sequence of parquet wood flooring is the main focus of the training.

**Item 2021-296**

**Credit Course Revision**

**CARP 080D Advanced Patterns**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the fabrication and installation skills used in the production of custom wood flooring design. Students study examples of artistic wood floor elements including geometric patterns, color variations, and the inclusion of materials other than wood. Students create a design pattern for a custom wood floor medallion, and use the techniques and skills presented to complete the medallion project.

**Item 2021-297**

**Credit Course Revision**

**CARP 080E Diagonal and Herringbone Patterns**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the fabrication and installation skills used in the production of diagonal and herringbone flooring patterns. Students interpret floor plans to detail pattern assemblies and estimate materials. Instruction includes design considerations, geometric layout procedures, and techniques for maintaining pattern symmetry.

**Item 2021-298**

**Credit Course Revision**

**CARP 080F Crew Lead Training**

**Description**

This course is designed to meet the needs of indentured apprentices with the State of California who are interested in the carpentry industry. The course covers the supervisory and crew leadership skills required for professional development in the wood flooring industry. Topics include typical work processes, communication methods, customer service considerations, motivational concepts and problem solving techniques that, when employed, result in the efficient and effective management of wood floor installation. Various project scenarios are used to conduct classroom exercises.

**Item 2021-299**

**New Credit Course**

**ENGR 100 Introduction to Engineering**

**Description**

This introductory course considers different branches of engineering, the engineering industries, and the functions of engineers and related roles. Topics include the methods and tools of engineering problem-solving and design, the place of engineering in society, and engineering ethics. Students learn about the educational requirements for careers in engineering fields and effective strategies to be academically successful in engineering programs, practice developing communication skills pertinent to engineering professions, and explore a variety of engineering career pathways to plan and shape career goals.

**Item 2021-300**

**Credit Course Revision**

**ENGT 138 Introduction to Engineering**

**Description**

This introductory course considers different branches of engineering, the engineering industries, and the functions of engineers and related roles. Topics include the methods and tools of engineering problem-solving and design, the place of engineering in society, and engineering ethics. Students learn about the educational requirements for careers in engineering fields and effective strategies to be academically successful in engineering programs, practice developing communication skills pertinent to engineering professions, and explore a variety of engineering career pathways to plan and shape career goals.

**Item 2021-301**

**Credit Course Revision**

**ENGR 235 Engineering Mechanics: Statics**

**Description**

This course is for students who intend to pursue a major in engineering, and provides an overview of the effect of two- and three-dimensional force systems on particles and rigid bodies under equilibrium conditions. Topics covered include distributed forces and determination of centroids, analysis of trusses, frames and machines, internal forces and moments, systems involving friction, and methods of virtual work and equilibrium.

**Item 2021-302**

**New Credit Course**

**HET 062 Outdoor Power Equipment Four-Stroke Engine Repair**

**Description**

This introductory course familiarizes students with the basic operation and repair of four-stroke outdoor power equipment engines. Instruction covers tools and service equipment, problem diagnosis, failure analysis, proper repair techniques, machining operations, and testing and adjusting after repairs. Students have the opportunity to perform engine work on their own equipment to complete required tasks. This course is designed to be a companion course to HET 061, HET 063, and HET 064, and is required for the Outdoor Power Equipment Maintenance Technician certificate. Students are encouraged to complete all four courses in order to obtain a firm foundation in the outdoor power equipment field.

**Item 2021-303**

**New Credit Course**

**HET 063 Outdoor Power Equipment Engine Systems**

**Description**

This introductory course familiarizes students with the basic operation and repair of outdoor power equipment engine systems. Instruction covers tools and service equipment, problem diagnosis, and proper repair techniques of air induction, exhaust, fuel, lubrication, cooling, electrical, ignition, governor, and power delivery systems. Students have the opportunity to perform engine work on their own equipment to complete required tasks. This course is designed to be a companion course to HET 061, HET 062, and HET 064, and is required for the Outdoor Power Equipment Maintenance Technician certificate. Students are encouraged to complete all four courses in order to obtain a firm foundation in the outdoor power equipment field.

**Item 2021-304**

**New Credit Course**

**HET 064 Introduction to Two-Stroke Gasoline Engines**

**Description**

This introductory course familiarizes students with the basic operation and repair of two-stroke engines used in hand-held outdoor power equipment. Instruction covers tools and service equipment, problem diagnosis, failure analysis, proper repair techniques, and testing and adjusting after repairs. Students have the opportunity to perform engine work on their own equipment to complete required tasks. This course is designed to be a companion course to HET 061, HET 062, and HET 063, and is required for the Outdoor Power Equipment Maintenance Technician certificate. Students are encouraged to complete all four courses in order to obtain a firm foundation in the outdoor power equipment field.

**Item 2021-305**

**Credit Course Revision**

**MATH 053 B-STEM Elementary Algebra**

**Description**

This course is intended for students who need to learn the fundamentals of algebra. It is designed primarily for students who plan to major in business, science, technology, engineering, or math (i.e., B-STEM). The course comprises topics including solutions and graphs of linear equations and inequalities, slopes of lines, systems of linear equations and applications, operations with polynomials (including factoring), and solving quadratic equations.

**Item 2021-306**

**Credit Course Revision**

**MATH 053A B-STEM Elementary Algebra - A**

**Description**

This course is the first half of a modularized version of MATH 053, and is intended for students who need to learn the fundamentals of algebra. It is designed primarily for students who plan to major in business, science, technology, engineering, or math (i.e., B-STEM). The course comprises topics including solutions and graphs of linear equations and inequalities, and slopes of lines. Students must pass MATH 053A in order to register for MATH 053B, and must complete MATH 053A and MATH 053B within a maximum period of 24 months.

**Item 2021-307**

**Credit Course Revision**

**MATH 053B B-STEM Elementary Algebra - B**

**Description**

This course is the second half of a modularized version of MATH 053, and is intended for students who need to learn the fundamentals of algebra. It is designed primarily for students who plan to major in business, science, technology, engineering, or math (i.e., B-STEM). The course comprises topics including systems of linear equations and applications, operations with polynomials (including factoring), and solving quadratic equations. Students must pass MATH 053A in order to register for MATH 053B, and must complete MATH 053A and MATH 053B within a maximum period of 24 months.

**Item 2021-308**

**Program Revision**

**Advanced Engine Performance Associate of Science Degree**

**Description**

The courses listed in the Associate of Science Degree are comprised of a comprehensive list of job skills needed to work in the specialized field of Automotive Advanced Engine Performance Diagnostics. The skills developed during lecture and lab will enhance the student’s ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Tests A6 (Electrical/Electronic Systems), A8 (Engine Performance), and L1 (Advanced Engine Performance). The degree is designed to prepare an individual for transfer and/or entry-level employment as an Automotive Engine Performance Diagnostic Technician.

**Item 2021-309**

**Program Revision**

**Advanced Engine Performance Certificate of Achievement**

**Description**

The courses listed in the Certificate of Achievement are comprised of a comprehensive list of job skills needed to work in the specialized field of Automotive Advanced Engine Performance Diagnostics. The skills developed during lecture and lab will enhance the student’s ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Tests A6 (Electrical/Electronic Systems), A8 (Engine Performance), and L1 (Advanced Engine Performance). The Certificate is designed to prepare an individual for entry-level employment as an Automotive Engine Performance Diagnostic Technician.

**Item 2021-310**

**New Program**

**Business Administration 2.0 Associate in Science for Transfer**

**Description**

The **Associate in Science in Business Administration for Transfer (AS-T) Degree** is intended to meet the lower division requirements for business majors (or similar majors) at a CSU campus that offers a business baccalaureate degree.

This degree program will help students develop the analytical, communication, and critical thinking skills necessary to succeed as a business major. Business Administration prepares students for careers in accounting, finance, management, marketing, information technologies and many others.

**Item 2021-311**

**New Program**

**Computer Skills for Business II Noncredit Certificate of Completion**

**Description**

This certificate prepares students to proficiently use Microsoft Outlook, PowerPoint, and Access programs for a variety of applications in business and educational settings. Student gain knowledge and practical skills to apply appropriate program functions to complete a variety of communication and computing tasks, including email correspondence, digital file sharing and calendar management, and interactive visual presentation. Additionally, students lean to configure database tables, queries, and reports to support data management needs in organizational operations.

**Item 2021-312**

**Program Revision**

**Electric Vehicle and Fuel Cell Technology Technician Associate of Science Degree**

**Description**

The Associate of Science Degree in Electric Vehicle and Fuel Cell Technology prepares students to address needs in the emerging field of servicing and diagnosing green vehicles, including electric, hybrid, plug-in hybrid, and fuel cell automobiles. Students will need to apply for the Automotive Service Excellence (ASE) Light Duty/Hybrid/Electric Vehicle Specialist Test (L3), and pay all applicable fees to take the final ASE exam. This degree is intended to be the capstone of the Hybrid/Electric/Fuel Cell Program.

**Item 2021-313**

**Program Revision**

**Logistics Management Associate of Science Degree**

**Description**

This program is designed to prepare students for employment as logistics planners, transportation analysts, inventory planners, and purchasing analysts. The program will allow the student to develop organizational skills which can lead to advancement in operations management, transportation, purchasing, materials management, and supply chain. The sequence of courses will provide the student the opportunity to acquire the knowledge and skills demanded of the modern logistics specialist. The sequence in which courses are taken may be modified to meet individual needs.

**Item 2021-314**

**Program Revision**

**Logistics Management Certificate of Achievement**

**Description**

This certificate is designed to prepare students for entry-level employment in logistics, transportation, inventory management, purchasing and supply chain. The certificate will allow the student to develop organizational skills which can lead to advancement in operations management, transportation, purchasing, materials management, and related areas. The sequence of courses will provide the student the opportunity to acquire the knowledge and skills demanded of the modern logistics specialist. The sequence in which courses are taken may be modified to meet individual needs.

**Item 2021-315**

**Program Revision**

**Mathematics Associate in Science for Transfer**

**Description**

The Associate in Science in Mathematics for Transfer (AS-T) Degree is intended to meet the lower division requirements for Mathematics majors at a CSU campus that offers a Mathematics baccalaureate degree.

Mathematics is the language of the physical and technical sciences. As such, this Degree also partially satisfies the lower division requirements for a variety of baccalaureate degrees including Engineering, Physics, Computer Science and Chemistry.

1. **UNFINISHED BUSINESS:**

***Tabled Item from October 7, 2020***

**Item 2021-028**

**New Credit Course**

**ENGR 101 Introduction to Engineering**

**Description**

This introductory course takes up different branches of engineering, engineering industries, and the functions of an engineer. Topics include the methods and tools of engineering problem-solving and design, the place of engineers in society, and engineering ethics. Students learn about the educational requirements for a career in engineering and effective strategies to be academically successful in engineering programs; practice developing communication skills pertinent to the engineering profession; and explore a variety of engineering career pathways to plan and shape career goals.

***Tabled Items from September 9, 2020***

**Item 2021-013**

**Certificate of Achievement Change**

**Civil Drafting**

**Units 17.0 to 18.0**

**Description**

This program provides a focused course of study to ready students for careers in the preparation of construction documents for Civil Engineering projects.  The coursework provides a focus on the preparation of common civil project drawings using industry-standard drawing techniques and conventions with hand and/or computer-aided drafting tools.  Additionally, the coursework includes exposure to the broad range of sub-disciplines within the field of Civil Engineering.

***Tabled Item from March 24, 2021***

**Item 2021-248**

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

**BIOL 125 Human Anatomy**

***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 1920-147**

**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***

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

**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 1920-298**

**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***

***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 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 - O*NLINE***

**LOG 105 Purchasing Management**

**Item 1920-432**

**Request to offer a Course via Distance Education - O*NLINE***

**LOG 115 Inventory Management**

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

**Item 1920-495**

**Request to offer a Course via Distance Education - O*NLINE***

**KIN 115 Fitness Specialist Internship**

***Pending Web Accessibility Approvals (First Read 09/09/20)***

**Item 2021-005**

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

**AUTO 300 Assessment of the Automotive Industry**

**Item 2021-006**

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

**AUTO 310 The Global Development and Advancement of the Automobile**

**Item 2021-007**

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

**AUTO 320 The Progressive growth of Automotive Technology**

**Item 2021-008**

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

**AUTO 340 Analyzing Vehicle Electrical/Electronic Systems**

**Item 2021-009**

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

**AUTO 360 Analyzing Vehicle Fuels, Lubricants, and Combustion**

**Item 2021-010**

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

**AUTO 400 Analyzing Stability, Dynamics, and NVH**

**Item 2021-011**

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

**AUTO 420 Analyzing Dynamic Functions of Vehicle Drivetrain Systems**

**Item 2021-012**

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

**AUTO 440 Analyzing Vehicle Safety, Comfort, and Security Systems**

***Pending Web Accessibility Approvals (First Read 11/04/20)***

**Item 2021-078**

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

**SPCH 101H Public Speaking Honors**

***Pending Web Accessibility Approvals (First Read 03/03/21)***

**Item 2021-170**

**Request to Offer a Course via Distance Education – *ONLINE***

**COUN 104 – Stress and Anxiety Management for Emotional Well-Being**

**Item 2021-204**

**Request to offer a Course via Distance Education - *ONLINE***

**PSY 190 Statistics for the Behavioral Sciences**

***Pending Web Accessibility Approvals (First Read 03/17/21)***

**Item 2021-224**

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

**ANIM 101 Introduction to Digital 3-D Animation**

**Item 2021-225**

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

**ANIM 105 Principles of 3-D Digital Animation**

**Item 2021-226**

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

**ANIM 110 Digital Character Animation**

**Item 2021-227**

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

**ANIM 130 Modeling for Games**

**Item 2021-228**

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

**CHST 101 Introduction to Chicana/o/x Studies**

***Pending Web Accessibility Approvals (First Read 04/14/21)***

**Item 2021-263**

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

**BIOL 105 Human Biology**

**Item 2021-264**

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

**DANC 179H Dance History Honors**

**Item 2021-267**

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

**ENGT 150 AutoCAD for Basic CADD Applications**

1. **ADJOURNMENT**

Meeting adjourned by Dana Arazi at 12:39 p.m.

The following discussion occurred between meetings via email and are being included here for the public record. This communication follows the email record from the 4-14-21 Curriculum Agenda.

From: Lydia Okelberry Gonzalez

Wed 4/28/2021 10:06 AM

To: **Curriculum Committee;**

Cc: Kevin Smith

Thank you both for taking the time to address the committee on your qualifications and desire to serve.  You are both excellent candidates and it's an honor to serve on this committee with you both.

I know that we need a non-running faculty member to facilitate the vote.  I would be happy to do that but would need to be added as a cohost to create and run a voting poll.  I assume the poll would be anonymous, or do we need to track the votes individually?  I just want to make sure that I do it correctly.  I assume I can run a poll as a cohost, and I think I can set it up at the beginning of the meeting or use the current voting poll if it is anonymous (assuming it is supposed to be!).

If someone else has already volunteered and has this set up, I am happy to forgo facilitating the vote.  Pardon all the questions, I just would like to have it go smoothly during the meeting.

Thank you all,

**Lydia González**

* *Guided Pathways Faculty Liaison*
* *Professor of Mathematics*

From: Lydia Okelberry Gonzalez

Wed 4/28/2021 10:06 AM

To: **Curriculum Committee;**

Cc: Kevin Smith

Or I can set up a quick survey monkey link for the vote and just post in there chat? Please advise.

Thank you,

Lydia Gonzalez

From: curriculum

Wed 4/28/2021 10:53 AM

To: **Curriculum Committee;**

Cc: Kevin Smith;

 We need to address this during the meeting.  Thank you for your willingness to help.

Dana Arazi

From: Melissa Rifino-Juarez

Wed 4/28/2021 10:55 AM

To: **Curriculum Committee;**

Cc: Kevin Smith

Hi Lydia,

Thank you for offering to facilitate the election. I completely agree with your suggestion, and I will voice that in our meeting.

Sincerely,

Melissa