Voting Members Present: Ryan Carey, Wendy Carrera, Janet Cha, Alex DeJean, Marius Dornean, Cameron English, Mike Garabedian, Nancy Garcia, Alex Gardos, Rose Marie Gaw, Wendy Huang, Sean Hughes, Jannine Livingston, Dorali Pichardo-Diaz, Gil Puga, Ted Preston, Elizabeth Ramirez, Melissa Rifino-Juarez, Mike Slavich, Stephen Smith, Christian Vaca

Voting Members Absent: Claudia Rivas, Student Representative

Non-Voting Members Absent: Rose Sanceda

Guests: Lydia Gonzalez, Hyunhee Kim, Vann Priest, Lawrence Seymour

I. WELCOME AND INTRODUCTIONS

Elizabeth Ramirez called the meeting to order at 11:15 A.M. After member introductions, Elizabeth informed the committee of upcoming deadline dates.

*Catalog deadline for 2022-2023 – Courses must be launched no later than November 5, 2021, for inclusion on the November 17, 2021, agenda.

*GE Request Deadline – November 1, 2021, for inclusion on the November 10, 2021, agenda.

II. APPROVAL OF THE MINUTES FROM MAY 19, 2021

It was moved by Jannine Livingston; seconded by Wendy Carrera.

___X___ Approved  _____Not Approved  _____Tabled

III. PUBLIC COMMENT: No comments

IV. ACTION ITEMS

A) Approval of Consent Agenda

Item 2022-001
Requests for Emergency Distance Education
Courses: EGSS 110, ENGT 231, NBIZ 004, NBIZ 005, NBIZ 006, NBIZ 020, NBIZ 050, NVOC 261, POLS 115, THTR 176

Item 2022-002
Credit Course Deactivation
OENG 021 Grades and Plans
Delete from Catalog
Item 2022-003
Credit Course Deactivation
HET 051, HET 052, HET 053
Delete from Catalog

It was moved by Wendy Carrera; seconded by Jannine Livingston. to approve item 2022-001 thru 2022-003.

____X__ Approved          ____Not Approved          _____Tabled

B) Second Readings: No Items

C) First Readings:

Item 2022-004
Credit Course Revision
CD 102 Nutrition, Health and Safety for Children
Revisions - Course description, updated textbook, and minor technical changes

It was moved by Alex Gardos; seconded by Christian Vaca.

____X__ Approved          ____Not Approved          _____Tabled

Item 2022-005
Credit Course Revision
CD 118 Development of Science and Math Experiences
Revisions - Advisory, updated textbook, and minor technical changes

It was moved by Ryan Carey; seconded by Jannine Livingston.

____X__ Approved          ____Not Approved          _____Tabled

Item 2022-006
Credit Course Revision
CD 119 Music and Movement for Children
Revisions - Updated textbook and minor technical changes

It was moved by Melissa Rifino-Juarez; seconded by Alex Gardos.

____X__ Approved          ____Not Approved          _____Tabled

Item 2022-007
Credit Course Revision
CD 120 Experiences in Language Arts
Revisions - Updated textbook and minor technical changes

It was moved by Jannine Livingston; seconded by Melissa Rifino-Juarez.
Item 2022-008
Credit Course Revision
CD 211 Infant and Toddler Development
Revisions - Updated textbook and minor technical changes

It was moved by Jannine Livingston; seconded by Dorali Pichardo-Diaz.

Item 2022-009
Credit Course Revision
CD 213 Care and Education for Infants and Toddlers
Revisions - Updated textbook and minor technical changes

It was moved by Jannine Livingston; seconded by Melissa Rifino-Juarez.

Item 2022-010
Credit Course Revision
CD 224 Diversity Issues During Early Childhood, School Age, and Adolescence
Revisions - Updated textbook and minor technical changes

It was moved by Alex Gardos; seconded by Wendy Carrera.

Item 2022-011
Credit Course Revision
CD 226 Introduction to Special Education
Revisions – Advisory and updated textbook

It was moved by Ryan Carey; seconded by Wendy Carrera.

Item 2022-012
Credit Course Revision
CD 229 Literacy Development for Children
Revisions - Updated textbook and minor technical changes

It was moved by Ted Preston; seconded by Jannine Livingston.
Item 2022-013
Credit Course Revision
CD 232 Curriculum and Strategies for Children with Special Needs
Revisions – Updated textbook and changed SAM Code from Possibly to Occupational

It was moved by Ted Preston; seconded by Jannine Livingston.

__X__ Approved

___Not Approved

____Tabled

*It was discussed for articulation purposes, adding the phrase “or most recent version” to all textbooks. There was concern that some faculty members may not want to use a current version. If this is the case then the faculty member could state this in the rationale.*

Item 2022-014
Credit Course Revision
HMLD 101 Introduction to Homeland Security
Revisions – Course description, updated textbook, and minor technical changes

It was moved by Jannine Livingston; seconded by Wendy Carrera.

__X__ Approved

___Not Approved

____Tabled

Item 2022-015
Credit Course Revision
LOG 101 Supply Chain Management
Revisions – Advisory and updated textbook

It was moved by Jannine Livingston; seconded by Wendy Carrera.

__X__ Approved

___Not Approved

____Tabled

Item 2022-016
Credit Course Revision
LOG 125 Contract Management
Revisions – Units, hours, advisory, updated textbook, and minor technical changes

It was moved by Melissa Rifino-Juarez; seconded by Jannine Livingston.

*Correction needed: Upload division minutes approving the Unit Change (major revision)*

__X__ Approved

___Not Approved

____Tabled

Item 2022-017
Credit Course Revision
PAC 042 Police Supervision
Revisions – Minor technical changes

It was moved by Alex Gardos; seconded by Sean Hughes.
Item 2022-018
Credit Course Revision
PAC 071 Public Safety Dispatcher Course
Revisions – Updated textbook and minor technical changes

It was moved by Melissa Rifino-Juarez; seconded by Alex Gardos.

Due to time constraints, items 2022-019 thru 2022-023 will be continued on 09-08-21.

Item 2022-019
Request to offer a course via Distance Education – ONLINE
KIN 190 Women in Sports

Item 2022-020
Request to offer a course via Distance Education – ONLINE
LOG 125 Contract Management

Item 2022-021
Request to offer a course via Distance Education – ONLINE
NBIZ 020 Workforce Preparation: 21st Century Skills

Item 2022-022
Request to offer a course via Distance Education – ONLINE
NBIZ 050 California Property Taxation and Assessment

Item 2022-023
GE Request
ENGL 231 Advanced Creative Writing
RHC GE Area 7b Humanities
CSU GE Area C2 Humanities

V. UNFINISHED BUSINESS:

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.
Distance Education Requests pending 508 compliance and review prior to 2nd read approval. (These items have not been evaluated to follow our DE model guidelines.)

(First Read 10/30/19)
Item 1920-107
Request to offer a course via Distance Education – HYBRID
KIN 297 Advanced Athletic Training

(First Read 11/6/19)
Item 1920-147
Request to offer a course via Distance Education - ONLINE
ED 110 Introduction to Teaching

(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

(First Read 02/05/20)
Item 1920-266
Request to offer a Course via Distance Education
TCED 044 OSHA Workplace Safety – ONLINE

(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

(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

(First Read 04/01/20)
Item 1920-392
Request to Offer a Course via Distance Education - ONLINE
LOG 110 Warehouse Management
(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

(First Read 05/20/20)
Item 1920-495
Request to offer a Course via Distance Education - ONLINE
KIN 115 Fitness Specialist Internship

(First Read 09/09/20)
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

(First Read 11/04/20)
Item 2021-078
Request to offer a course via Distance Education – HYBRID
SPCH 101H Public Speaking Honors

(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

(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

_Tabled Item from March 24, 2021_

Item 2021-248
Request to offer a course via Distance Education – ONLINE
BIOL 125 Human Anatomy

_(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

_(First Read 05/12/21)_

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 Programming 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

Distance Ed Requests pending 508 compliance approval only (These items have been evaluated to follow the DE model guidelines).

(First Read 05/12/21)

Item 2021-348
Request to offer a course via Distance Education – ONLINE
CHIN 101 Chinese I

Item 2021-349
Request to offer a course via Distance Education – ONLINE
CHIN 102 Chinese II

Item 2021-350
Request to offer a course via Distance Education – ONLINE
ENGT 105 Introduction to Technical Freehand Sketching

Item 2021-351
Request to offer a course via Distance Education – ONLINE
ENGT 122 Engineering Design Graphics
Item 2021-352
Request to offer a course via Distance Education – ONLINE
ENGT 131 Engineering and Manufacturing Applications of Technical Drawing

Item 2021-353
Request to offer a course via Distance Education – ONLINE
ENGT 170 MicroStation for Basic CADD Applications

Item 2021-354
Request to offer a course via Distance Education – ONLINE
ENGT 200 Intermediate CAD Modeling for Design & Production

Item 2021-355
Request to offer a course via Distance Education – ONLINE
ENGT 231 Technical Product Design and Presentation

Item 2021-356
Request to offer a course via Distance Education – ONLINE
ENGT 250 Parametric Modeling 3D Applications for Mechanical Design

Item 2021-357
Request to offer a course via Distance Education – ONLINE
ENGT 270 SolidWorks for 3D Modeling and Prototype Applications

Item 2021-358
Request to offer a course via Distance Education – ONLINE
FR 201 French III

Item 2021-359
Request to offer a course via Distance Education – ONLINE
FR 202 French IV

Item 2021-360
Request to offer a course via Distance Education – ONLINE
JAPN 101 Japanese I

Item 2021-361
Request to offer a course via Distance Education – ONLINE
JAPN 102 Japanese II

Item 2021-362
Request to offer a course via Distance Education – ONLINE
KINA 158 Yoga I

Item 2021-363
Request to offer a course via Distance Education – ONLINE
LOG 130 Computerized Logistics
VI. DISCUSSION ITEMS

Lydia Gonzales – MATH prerequisite language

Lydia Gonzales stated that due to the changes as per AB705, the prerequisites are not clear to students. In light of this, the math department and psychology faculty recommend adopting the following proposed language for prerequisites to emphasize the placement process at the beginning of the statement.

For MATH 130 and 130H and PSY 190:

Appropriate placement (based on high school GPA and/or other measures) OR MATH 062 or MATH 070 or MATH 070CD or MATH 070D or MATH 073 or MATH 073B.

For MATH 140, MATH 150, and MATH 160 we would use the following:

Appropriate placement (based on high school GPA and/or other measures) OR MATH 070 or MATH 070CD or MATH 070D or MATH 073 or MATH 073B.

For MATH 175 we would use the following:

Appropriate placement (based on high school GPA and/or other measures) OR MATH 060 and MATH 070 or MATH 070CD or MATH 070D or MATH 073 or MATH 073B.
Gil Puga asked if the English faculty should be considering doing the same sort of prerequisite verbiage addition. Elizabeth stated that she will be contacting the English faculty to see if they would like to include updates as well.

It was motioned by Cameron English; seconded by Dorali Pichardo-Diaz; to accept the new placement verbiage for inclusion in the 2022-2023 catalog.

X Approved    Not Approved    Tabled

VII. **ADJOURNMENT**

Elizabeth announced that the next meeting will be September 8th. Meeting adjourned at 12:32 p.m.