

**Rio Hondo Community College District  
Curriculum Committee  
Minutes  
Wednesday, September 15, 2021 – Remote  
Zoom ID# 93640745658**

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

**Voting Members Absent:** Ryan Carey, Janet Cha, Wendy Huang, Claudia Rivas, Student Representative – Jahira Reynoso

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

**Guests:** Sandra Low

**I. APPROVAL OF THE MINUTES FROM SEPTEMBER 8, 2021**

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

X Approved                       Not Approved                       Tabled

**II. PUBLIC COMMENT: *No comments***

**III. ACTION ITEMS**

**A) Approval of Consent Agenda:**

**Item 2122-024**

**Certificate of Achievement Deactivation  
Diesel Fuel and Emission Systems  
Delete from catalog**

**Item 2122-025**

**Certificate of Achievement Deactivation  
Fuel Injection Systems  
Delete from catalog**

**Item 2122-026**

**Credit Course Change  
SPCH 110 Forensics: Speech and Debate Team  
Notification of unit correction in catalog**

It was moved by Jannine Livingston; seconded by Alex Gardos to approve **Items 2122-024** through **2122-026**.

X Approved                       Not Approved                       Tabled

**B) Second Readings: No Items**

**C) First Readings:**

***Continued from 09/01/21 Agenda***

**Item 2022-019**

**Request to offer a course via Distance Education – ONLINE  
KIN 190 Women in Sports**

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

***Correction Needed: 2C, 5, 8, 9***

Approved                       Not Approved                       Tabled

**Item 2022-020**

**Request to offer a course via Distance Education – ONLINE  
LOG 125 Contract Management**

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

***Correction Needed: 1B, 2D, 5, 8, 9, 10***

Approved                       Not Approved                       Tabled

**Item 2022-021**

**Request to offer a course via Distance Education – ONLINE  
NBIZ 020 Workforce Preparation: 21<sup>st</sup> Century Skills**

It was moved by Christian Vaca; seconded by Rose Gaw. – An amended motion by Alex Gardos; seconded by Wendy Carrera to review NBIZ 020 and NBIZ 050 as a group.

Approved                       Not Approved                       Tabled

**Item 2022-022**

**Request to offer a course via Distance Education – ONLINE  
NBIZ 050 California Property Taxation and Assessment**

***Corrections Needed for both courses: 1A, 1C, 5, 8, 9***

Approved                       Not Approved                       Tabled

**Item 2022-023**

**GE Request  
ENGL 231 Advanced Creative Writing  
RHC GE Area 7b Humanities  
CSU GE Area C2 Humanities**

It was moved by Christian Vaca; seconded by Jannine Livingston.

Approved                       Not Approved                       Tabled

***New First Reads for September 15, 2021***

**Item 2122-027**

**Credit Course Revision**

**OENG 041 Introduction to Apprenticeship**

**Revisions – Course number change, units, description, and minor technical changes**

It was moved by Wendy Carrera; seconded by Christian Vaca.

***Possible Correction: Verify the word in course description “Required vs Related” in all OENG courses***

Approved                       Not Approved                       Tabled

**It was moved by Wendy Carrera; seconded by Alex Gardos to review Items 2122-028 thru 2122-041 as a group.**

Approved                       Not Approved                       Tabled

**Item 2122-028**

**Credit Course Revision**

**OENG 042 Grade Checking**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-029**

**Credit Course Revision**

**OENG 043 Equipment Operator**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-030**

**Credit Course Revision**

**OENG 044 Plan Reading**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-031**

**Credit Course Revision**

**OENG 045 Skills Specialization**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-032**

**Credit Course Revision**

**OENG 052 Welding**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-033**

**Credit Course Revision**

**OENG 053 Introduction to Hydraulics**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-034**

**Credit Course Revision**

**OENG 054 Advanced Hydraulics/Pneumatics**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-035**

**Credit Course Revision**

**OENG 055 Engines-Gasoline and Diesel**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-036**

**Credit Course Revision**

**OENG 056 Component Disassembly and Assembly**

**Revisions – Course number change, units, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-037**

**Credit Course Revision**

**OENG 062 Structural Masonry Inspection**

**Revisions – Course number change, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-038**

**Credit Course Revision**

**OENG 063 Reinforced Concrete Inspection**

**Revisions – Course number change, advisory, description, and minor technical changes**

Approved

Not Approved

Tabled

**Item 2122-039**

**Credit Course Revision**

**OENG 064 Structural Steel/Welding**

**Revisions – Course number change, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-040**

**Credit Course Revision**

**OENG 065 Prestressed Concrete Inspector**

**Revisions – Course number change, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-041**

**Credit Course Revision**

**OENG 066 Soil Testing and Inspection**

**Revisions – Course number change, advisory, description, and minor technical changes**

Approved                       Not Approved                       Tabled

**Item 2122-042**

**New Credit Course**

**OENG 067 Structural Steel/Bolting**

**Description**

This course provides the required and supplemental instruction for operating engineer apprentices. The course covers codes and duties, structural bolting inspection, report writing, and personal skills. Apprentices will gain the knowledge, research skills, and confidence needed to pass their written and oral exams.

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

Approved                       Not Approved                       Tabled

**Item 2122-043**

**New Credit Course**

**OENG 068 Non-Destructive Testing (NDT)**

**Description**

This course provides the required and supplemental instruction for operating engineer apprentices. The course covers Ultrasonic, Magnetic Particle, and Liquid Penetrant Testing codes and duties, welding procedures, report writing, people skills, and testing equipment orientation. Students will gain the knowledge, research skills, and confidence needed to pass their written and oral exams as applicable to the Non-Destructive Testing requirements.

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

Approved                       Not Approved                       Tabled

**Item 2122-044**

**Credit Course Revision**

**TCED 060 Elementary Metallurgy (Course Number change to WELD 041)**

**Revisions – Course number change, description, and minor technical changes**

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

***Correction Needed: ISBN for textbook***

Approved

Not Approved

Tabled

**Item 2122-045**

**New Credit Course**

**TESL 100A Tesla Student Automotive Technician (START) Program - A**

**Description**

This course is the first part of a two-part course for students in the Tesla START program. The course is intended to educate the entry-level technician to the technology used in Tesla motors. Topics will include: safety when working in or around high voltage, maintenance, regeneration braking, inverter power transfer, battery technologies, battery management systems, high voltage bus and charging, pack connector and penthouse controls, and autonomous technology. Electric vehicle applications and their integrated systems from Tesla motors will be used to discuss physics of battery storage, material composition, and high-voltage generation systems. This course is suitable for students already working in the battery electric/hybrid vehicle and energy technology field. The Tesla START program provides students the skills necessary for a successful career with Tesla.

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

Approved

Not Approved

Tabled

**Item 2122-046**

**New Credit Course**

**TESL 100B Tesla Student Automotive Technician (START) Program - B**

**Description**

This course is the second of a two-part course intended to educate the entry-level technician to the technology used in Tesla motors. Topics will include: safety when working in or around high voltage, maintenance, regeneration braking, inverter power transfer, battery technologies, battery management systems, high voltage bus and charging, pack connector and penthouse controls, and autonomous technology. Electric vehicle applications and their integrated systems from Tesla motors will be used to discuss physics of battery storage, material composition, and high-voltage generation systems. This course is suitable for students already working in the battery electric/hybrid vehicle and energy technology field. The Tesla START program provides students with the skills necessary for a successful career with Tesla.

It was moved by Jannine Livingston; seconded by Marius Dornean.

Approved

Not Approved

Tabled

**Item 2122-047**

**New Associate of Science Degree**

**Social Services Assistant**

**Description**

The Associate of Science Degree in Social Services Assistant provides a foundation for students interested in the fields of social services, human services, community outreach, and related areas. The degree also offers a basis for students interested in paraprofessional jobs in social service fields.

It was moved by Wendy Carrera; seconded by Melissa Rifino.

***Correction Needed: Melissa to follow up with faculty on verbiage description. Associate of Science Degree in Social Services Assistant vs. Social Services Assistant Associate of Science Degree.***

Approved

Not Approved

Tabled

**A motion was made by Mike Garabedian; seconded by Wendy to amend descriptions of degrees and certificates with singular nouns.**

Approved

Not Approved

Tabled

**Item 2122-048**

**New Certificate of Achievement**

**Social Services Assistant**

**Description**

The Certificate of Achievement in Social Services Assistant provides a foundation for students interested in the fields of social services, human services, community outreach, and related areas. The certificate also offers a foundation for students interested in paraprofessional jobs in social service fields.

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

***Correction Needed: Melissa to follow up with faculty on verbiage description. Certificate of Achievement in Social Services Assistant vs. Social Services Assistant Certificate of Achievement.***

Approved

Not Approved

Tabled

**Item 2122-049**

**Degree Change**

**AA-T Sociology for Transfer**

**Changes – Removed ANTH 110, minor verbiage changes**

It was moved by Melissa Rifino-Juarez; seconded by Wendy Carrera.

Approved

Not Approved

Tabled

#### **IV. 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 2<sup>nd</sup> read approval. (These items have not been evaluated to follow our DE model guidelines.)***

**Elizabeth Ramirez reported that the following courses have passed 508 Compliance:**

**BIOL 105, CHST 101, DANC 179H, DANC 199H**

***(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

It was moved by Christian Vaca; seconded by Wendy Carrera to review CHST 101 for second read.

**Item 2021-228**

Request to offer a course via Distance Education - **ONLINE**  
CHST 101 Introduction to Chicana/o/x Studies

***Correction Needed: Items 5 & 9***

**X** Approved

Not Approved

Tabled

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

**Item 2021-248**

Request to offer a course via Distance Education – **ONLINE**  
BIOL 125 Human Anatomy

It was moved by Christian Vaca; seconded by Wendy Carrera to review BIOL 105 for second read.

*(First Read 04/14/21)*

**Item 2021-263**

Request to offer a course via Distance Education – **ONLINE**  
BIOL 105 Human Biology

***Correction Needed: 1B, 8, 9***

**X** Approved

Not Approved

Tabled

It was moved by Alex Gardos; seconded by Wendy Carrera to review DANC 179H and DANC 199H for second read as a group.

**Item 2021-264**

**Request to offer a course via Distance Education – HYBRID  
DANC 179H Dance History Honors**

**Corrections needed to both DANC 179H & 199H: 5, 7, 9**

Approved

Not Approved

Tabled

**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**

Approved

Not Approved

Tabled

**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**

**Item 2021-364**

**Request to offer a course via Distance Education – ONLINE  
LOG 135 Quality Management Concepts**

**Item 2021-365**

**Request to offer a course via Distance Education – ONLINE  
SPCH 140 Argumentation and Debate**

**Item 2021-366**

**Request to offer a course via Distance Education – ONLINE  
NVOC 150 AutoCAD for Basic CADD Applications**

**Item 2021-367**

**Request to offer a course via Distance Education – ONLINE  
NVOC 170 Microstation Basic CADD**

**Item 2021-368**

**Request to offer a course via Distance Education – ONLINE  
NVOC 250 Parametric Modeling 3D Applications**

**Item 2021-369**

**Request to offer a course via Distance Education – ONLINE  
NVOC 270 SolidWorks for 3D Modeling and Prototype Applications**

**V. DISCUSSION ITEMS**

Elizabeth Ramirez presented the proposed minor changes to item #5 on the Distance Education Addendum Review Criteria Document.

After discussion, a motion was made by Wendy Carrera; seconded by Alex Gardos to adopt the revised Distance Education Addendum Review Criteria Document as presented with minor changes to item #5.

Approved

Not Approved

Tabled

Elizabeth also announced that legislation has been proposed that would allow for the continuance of remote meetings.

Elizabeth announced that our Student Representative for 2021-2022 has been chosen, Jahira Reynoso. She has been invited to all upcoming meetings.

**VI. ADJOURNMENT**

Elizabeth announced that the next meeting will be September 22, 2021. Meeting adjourned at 12:30 p.m.