Rio Hondo Community College District
Curriculum Committee
Minutes
Wednesday, September 15, 2021 – Remote
Zoom ID# 9364074568

Voting Members Present: Wendy Carrera, Alex DeJean, Marius Dornean, Cameron English, Mike Garabedian, Nancy Garcia, Alex Gardos, Rose Marie Gaw, 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: 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

__X__ 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

__X__ Approved  ____Not Approved  ____Tabled

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

__X__ 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

__X__ 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.

____X__ 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

____X__ 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.

____X__ 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

____X__ 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

____X__ 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

____X__ 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

____X__ Approved  ______Not Approved  ______Tabled
Item 2122-032
Credit Course Revision
OENG 052 Welding
Revisions – Course number change, units, advisory, description, and minor technical changes
__X__ 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
__X__ 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
__X__ 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
__X__ 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
__X__ 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
__X__ 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
__X__ 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

__X__ 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

__X__ 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

__X__ 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.

__X__ 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.

__X__ 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*

<table>
<thead>
<tr>
<th>X</th>
<th>Approved</th>
<th>Not Approved</th>
<th>Tabled</th>
</tr>
</thead>
</table>

**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.

<table>
<thead>
<tr>
<th>X</th>
<th>Approved</th>
<th>Not Approved</th>
<th>Tabled</th>
</tr>
</thead>
</table>

**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.

<table>
<thead>
<tr>
<th>X</th>
<th>Approved</th>
<th>Not Approved</th>
<th>Tabled</th>
</tr>
</thead>
</table>
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.

__X__ Approved ______Not Approved ______Tabled

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

__X__ 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.

__X__ 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.

__X__ 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 2nd 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

___X__ 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

___X__ 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.

___X___ 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.