

**Rio Hondo Community College District
Curriculum Committee
Minutes
Wednesday, September 22, 2021 – Remote
Zoom ID# 93640745658**

Voting Members Present: Wendy Carrera, Janet Cha, Alex DeJean, 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, Marius Dornean, Wendy Huang, Claudia Rivas, Student Representative – Jahira Reynoso

Non-Voting Members Absent: Rose Sanceda

Guests: Dr. Don Miller, Gita Runkle

I. APPROVAL OF THE MINUTES FROM SEPTEMBER 15, 2021

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

X Approved

Not Approved

Tabled

II. PUBLIC COMMENT: *No comments*

III. ACTION ITEMS

A) Approval of Consent Agenda: *No Items*

B) Second Readings:

It was moved by Alex Gardos; seconded by Jannine Livingston to approve items **2022-023, 2122-027 thru 2122-049** for second read.

Item 2022-023

GE Request

ENGL 231 Advanced Creative Writing

RHC GE Area 7b Humanities

CSU GE Area C2 Humanities

Item 2122-027

Credit Course Revision

OENG 041 Introduction to Apprenticeship

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

Item 2122-028

Credit Course Revision

OENG 042 Grade Checking

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

Item 2122-029

Credit Course Revision

OENG 043 Equipment Operator

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

Item 2122-030

Credit Course Revision

OENG 044 Plan Reading

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

Item 2122-031

Credit Course Revision

OENG 045 Skills Specialization

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

Item 2122-032

Credit Course Revision

OENG 052 Welding

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

Item 2122-033

Credit Course Revision

OENG 053 Introduction to Hydraulics

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

Item 2122-034

Credit Course Revision

OENG 054 Advanced Hydraulics/Pneumatics

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

Item 2122-035

Credit Course Revision

OENG 055 Engines-Gasoline and Diesel

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

Item 2122-036

Credit Course Revision

OENG 056 Component Disassembly and Assembly

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

Item 2122-037

Credit Course Revision

OENG 062 Structural Masonry Inspection

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

Item 2122-038

Credit Course Revision

OENG 063 Reinforced Concrete Inspection

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

Item 2122-039

Credit Course Revision

OENG 064 Structural Steel/Welding

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

Item 2122-040

Credit Course Revision

OENG 065 Prestressed Concrete Inspector

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

Item 2122-041

Credit Course Revision

OENG 066 Soil Testing and Inspection

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

Item 2122-042

New Credit Course

OENG 067 Structural Steel/Bolting

Description

This course provides the related 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.

Item 2122-043

New Credit Course

OENG 068 Non-Destructive Testing (NDT)

Description

This course provides the related 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.

Item 2122-044

Credit Course Revision

WELD 041 Elementary Metallurgy (Course number change from TCED 060)

Revisions – Course prefix/number change, description, and minor technical changes

Item 2122-045

New Credit Course

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

Description

This course is the first of a two-part course for students in the Tesla START program. The course is intended to teach entry-level technicians about the technology used in Tesla motors. Topics 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 are 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.

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 teach entry-level technicians the technology used in Tesla motors. Topics 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 are 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.

Item 2122-047

New Associate of Science Degree

Social Services Assistant

Description

The Social Services Assistant Associate of Science Degree 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.

Item 2122-048

New Certificate of Achievement

Social Services Assistant

Description

The Social Services Assistant Certificate of Achievement 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.

Item 2122-049

Degree Change

AA-T Sociology for Transfer

Changes – Removed ANTH 110, minor verbiage changes

Approved

Not Approved

Tabled

C) First Readings:

Item 2122-050

New Credit Course

PHIL 122 Philosophical Perspectives on Death & Dying

Description

This course introduces students to a broad array of themes associated with death and dying. Students consider both practical and philosophical aspects of death, comparing the concept of death historically, socially, psychologically, and cross-culturally. Current legal, medical, and ethical issues related to death and dying will be explored through the lens of philosophy, with topics that may include suicide, euthanasia, moral and social issues stemming from modern medical technology, hospice and palliative care, end-of-life issues, violent deaths, mass killings, and the beliefs and customs of various world-wide cultures concerning death and the possibility of an afterlife. This course is well suited for students interested in the humanities, law, medicine, politics, social science and related fields, or for those seeking to improve their ability to process and respond to death and dying in a healthier manner.

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

Correction Needed: Format course content

Approved

Not Approved

Tabled

Item 2122-051

New Noncredit Course

NBIZ 007 Introduction to Information Systems

Description

This course introduces students to computer concepts and information systems that support the productive use of digital technology for a variety of personal and work-related tasks. Designed for students with limited computer experience, the course provides orientation to common operating systems and applications useful for online communication, digital media sharing, and personal data organization, including personal finance management. Attention is given to Internet navigation safety, information privacy, and digital security protections.

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

Correction Needed: Format course content

Approved

Not Approved

Tabled

Item 2122-052

New Noncredit Course

NBIZ 008 Information Systems for Business

Description

This course provides fundamental understanding of how information technology is used in business to develop and maintain efficient, accessible, and strategic operations. Students are introduced to essential concepts in business information systems and gain familiarity with data management systems for supporting

communication, networking, and business planning. The course also provides practical orientation to career entry in the technology industry and guidance for exploring opportunities for training, certification, and job placement.

It was moved by Mike Slavich; seconded by Jannine Livingston.

Correction Needed: Format course content

Approved

Not Approved

Tabled

Item 2122-053

**Request to offer a course via Distance Education - ONLINE
CIT 111 Introduction to Programming**

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

An amended motion was made by Alex Gardos; seconded by Mike Slavich to review items **2122-053 thru 2122-062** as a group. The motion was approved unanimously.

Corrections needed to all CIT DE Requests: 2C, 5, 6, 8

Item 2122-054

**Request to offer a course via Distance Education - ONLINE
CIT 114 Introduction to Cloud Computing with DevOps**

Item 2122-055

**Request to offer a course via Distance Education - ONLINE
CIT 127 Python Programming I**

Item 2122-056

**Request to offer a course via Distance Education - ONLINE
CIT 139 Linux I**

Item 2122-057

**Request to offer a course via Distance Education - ONLINE
CIT 140 Linux II**

Item 2122-058

**Request to offer a course via Distance Education - ONLINE
CIT 170 Server+**

Item 2122-059

**Request to offer a course via Distance Education - ONLINE
CIT 171 Network+**

Item 2122-060

**Request to offer a course via Distance Education - ONLINE
CIT 172 Database Essentials in Amazon Web Services**

Item 2122-061

**Request to offer a course via Distance Education - ONLINE
CIT 180 PC Maintenance – A+ Certification**

Item 2122-062

**Request to offer a course via Distance Education - ONLINE
CIT 221 Ethical Hacking**

Approved Not Approved Tabled

Item 2122-063

**Request to offer a course via Distance Education - ONLINE
ENGL 131 Creative Writing**

It was moved by Christian Vaca; seconded by Gil Puga.

An amended motion was made by Wendy Carrera; seconded by Melissa Rifino-Juarez to review items **2122-063 thru 2122-064** as a group. The motion was approved unanimously.

Corrections Needed to both ENGL DE Requests: C, 8

Item 2122-064

**Request to offer a course via Distance Education - ONLINE
ENGL 231 Advanced Creative Writing**

Approved Not Approved Tabled

Item 2122-065

**Request to offer a course via Distance Education - ONLINE
HUM 130 Contemporary Mexican-American Culture**

It was moved by Sean Hughes; seconded by Jannine Livingston.

Corrections Needed: 1B, 2B, 2C, 3, 5, 6, 8, 9

Approved Not Approved Tabled

Item 2122-066

**Request to offer a course via Distance Education - ONLINE
MRKT 172 Advertising and Promotion**

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

An amended motion was made by Alex Gardos; seconded by Mike Slavich to review items **2122-066 thru 2122-068** as a group. The motion was approved unanimously.

Corrections Needed to all MRKT DE Requests: 2C, 5, 8

Item 2122-067

**Request to offer a course via Distance Education - ONLINE
MRKT 173 Principles of Selling**

Item 2122-068

**Request to offer a course via Distance Education - ONLINE
MRKT 174 Small Business Marketing and Advertising**

Approved

Not Approved

Tabled

It was moved by Gil Puga; seconded by Christian Vaca to review items **2122-069 thru 2122-074** as a group. The motion was approved unanimously.

Item 2122-069

**Revised Certificate of Achievement
Creative Writing**

Changes – Units from 22 to 21.5, removal of ENGL 201/201H – addition of ENGL 231 & LIT 140H

Item 2122-070

**Revised Certificate of Achievement
Novel Writing**

Changes – Units from 16 to 15.5, removal of ENGL 201/201H – addition of ENGL 231

Item 2122-071

**Revised Certificate of Achievement
Playwriting and Screenwriting**

Changes – Units from 16 to 15.5, removal of ENGL 201/201H – addition of ENGL 231

Item 2122-072

**Revised Certificate of Achievement
Poetry Writing**

Changes – Units from 16 to 15.5, removal of ENGL 201/201H – addition of ENGL 231

Item 2122-073

**Revised Certificate of Achievement
Short Story Writing**

Changes – Units from 16 to 15.5, removal of ENGL 201/201H – addition of ENGL 231

Item 2122-074

**Revised Certificate of Achievement
Writing for Children**

Changes – Units from 16 to 15.5, removal of ENGL 201/201H – addition of ENGL 231

Approved

Not Approved

Tabled

Item 2122-075

**New Noncredit Certificate of Completion
California Property Taxation and Appraisal
Description**

The Noncredit Certificate of Completion in California Property Taxation and Appraisal certifies educational preparation for a specialized segment of the industry: property appraisal and assessment. Four courses comprise this certificate: NBIZ 020 Workforce Preparation, NBIZ 040 Real Estate Principles, NBIZ 041 Real Estate Appraisal, and NBIZ 050 California Property Taxation and Assessment. The certificate program was designed in consultation with the Los Angeles County Office of the Assessor (LACOA) and Workforce Development for Aging and Community Services (WDACS) to meet the ongoing hiring needs for appraisers in public and private sectors.

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

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.)

(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

Tabled Item from March 24, 2021

Item 2021-248

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

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 2021-266

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**

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

(First Read 09/15/21)

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

V. DISCUSSION ITEMS

Dr. Don Miller, VP of Academic Affairs, introduced himself and stated that he is excited to be working with the Curriculum Committee. He stated that in the past, he was a faculty member for over 20+ years and that he also had served on Curriculum Committees as well as Academic Senate Committees.

Mike Slavich informed the committee that the First Year Seminar courses had not been in offered in quite a while. He asked the Division Representatives to discuss the FYS course offerings with their divisions. If there are not plans to offer these courses in the future, then his suggestion is to remove them from the catalog. Melissa Rifino-Juarez commented that these courses had been originally written for a Title 5 Grant. She suggested that Sheila Lynch and/or Barbara Salazar be contacted about the status of the grant before any final decision is made to delete the courses. Elizabeth Ramirez said she will follow up on this and report back at the next curriculum meeting.

Mike Slavich reminded the committee that we have approved the use of the Emergency DE requests only through Fall 2021. If the intent is to use the Emergency DE for Spring 2022 we will need to approve that. Don Miller added that the Chancellor's Office will accept whatever we decide to do locally. It was decided to vote on the extension of Emergency Distance Ed for Spring 2022 at the next meeting.

Elizabeth announced that AB 361 had been approved by Governor Newsome. This will allow our committee to continue to meet via teleconferencing through December 2021 as long as certain criteria continue to be met.

VI. ADJOURNMENT

Elizabeth announced that the next meeting will be September 29, 2021. Meeting adjourned at 12:10 p.m.