

**Rio Hondo Community College District  
Curriculum Committee  
Minutes  
Wednesday, February 23, 2022 – Remote  
Zoom ID# 98838565188**

**Voting Members Present:** Ryan Carey, Janet Cha, Alex DeJean, Marius Dornean, Cameron English, Mike Garabedian, Nancy Garcia, Alex Gardos, Rose Marie Gaw, Sean Hughes, Wendy Huang-Jimenez, Ed Izaguirre, Jannine Livingston, Sondra Moe, Gil Puga, Elizabeth Ramirez, Melissa Rifino-Juarez, Claudia Rivas, Michael Saakyan, Mike Slavich, Stephen Smith, Student Representative-Matthew De Haro

**Voting Members Absent:** Doralí Pichardo-Díaz, Ted Preston

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

**Guests:** Nedra Brown, Amani Husain, Lisa Lewenberg, Don Miller

**I. APPROVAL OF THE MINUTES FROM FEBRUARY 09, 2022**

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

X Approved

Not Approved

1 Abstention

**II. PUBLIC COMMENT: N/A**

**III. ACTION ITEMS**

**A) Approval of Consent Agenda:** *No Items*

**B) Second Readings:**

**Item 2122-333**

**New Credit Course**

**AUTO 330 Hybrid/Electric Vehicles**

**Description**

This course explores the use of hybrid and electric power for vehicle transportation. Hybrid electric vehicles (HEV) are studied and examined, with particular attention paid to power flows, losses, and energy usage as these things relate to isolated powertrain components and HEV configurations. Topics include powertrain architecture, vehicle testing, fuel consumption, aerodynamics and rolling resistance, engines, batteries, electric machines, power electronics, idle reduction, and regenerative braking. Concepts that are explored include power flows, losses, energy usage, and drive quality over drive cycles to determine vehicle performance measures; HEV analysis to examine the operation, integration, and design of powertrain components; vehicle applications and integrated systems from various manufacturers, with emphasis placed on the design of the system parts; and the operation characteristics of components and subsystems. Current, industry-approved diagnostic and troubleshooting techniques and relevant case studies are discussed and demonstrated throughout the course.

**Item 2122-334**

**Credit Course Revision**

**AUTO 350 The Future of Automotive Sales and Service**

**Updates to: Title, course description, and content**

**Item 2122-335**

**New Credit Course**

**AUTO 375 The Future of Mobility**

**Description**

This course provides students with a detailed, practical study of current and future means of mobility, and is a practical and contextualized study of the importance of automotive industry business practices that have evolved from ownership to vehicle membership services. Topics include consumer perception, lifestyles, types of ownership, alternatives to ownership, future ownership experiences, and ownership expectations and future strategies. Current automotive industry practices and recent case studies are discussed and demonstrated throughout the course. Students apply and demonstrate skills and knowledge in current vehicle ownership and future trends that will enable them to advance their careers in the automotive industry.

**Item 2122-336**

**New Credit Course**

**AUTO 435 Automotive Manufacturers**

**Description**

This course provides students with a detailed, practical study of numerous federal, state, and local agency laws and regulations that pertain to the operation of an automotive wholesale and retail business, including the function of an original equipment manufacturer (OEM). Topics include automotive products, franchise agreements, partnerships, and sustainability. Current automotive industry practices and relevant case studies are discussed and demonstrated throughout the course. Students apply and demonstrate knowledge and skills that will enable them to advance their employment in the automotive manufacturing landscape.

**Item 2122-337**

**Credit Course Revision**

**AUTO 450 Variable and Fixed Operations of the Automobile**

**Updates to: Description and minor course revisions**

**Item 2122-338**

**New Credit Course**

**AUTO 480 Special Topics in Transportation**

**Description:**

This course provides an opportunity for students to keep well informed about the ever-changing trends, technology, and business management practices related to the transportation industry. Students may be expected to attend presentations by industry representatives and/or to conduct research about new trends, technology, and/or business management practices, and then present their findings in class. The course may be repeated for a maximum of 6 units since the subject matter changes each offering.

**Item 2122-339**

**Credit Course Revision**

**HIST 156 Black American Experience to 1865**

**Updates to: Advisory, description, textbooks and minor course revisions**

**Item 2122-340**

**Credit Course Revision**

**HIST 157 Black American Experience since 1865**

**Updates to: Advisory, description, textbooks and minor course revisions**

**Item 2122-341**

**Credit Course Revision**

**KIN 197 Prevention and Treatment of Athletic Injuries**

**Updates to: Prerequisite and course description**

**Item 2122-352**

**A.S. Degree Change**

**Carpentry – Concrete Forming**

**Updates to: Removal of course, unit change, and description**

**Item 2122-353**

**Certificate of Achievement Change**

**Carpentry – Concrete Forming**

**Updates to: Removal of course, unit change, and description**

**Item 2122-354**

**A.S. Degree Change**

**Carpentry – General**

**Updates to: Removal of course, unit change, and description**

**Item 2122-355**

**Certificate of Achievement Change**

**Carpentry – General**

**Updates to: Removal of course, unit change, and description**

**Item 2122-356**

**A.S. Degree Change**

**Carpentry – Scaffold Construction**

**Updates to: Removal of course, unit change, and description**

**Item 2122-357**

**Certificate of Achievement Change**

**Carpentry – Scaffold Construction**

**Updates to: Removal of course, unit change, and description**

**Item 2122-358**

**A.S. Degree Change**

**Heat and Frost Insulators**

**Updates to: Removal of course, unit change, and description**

**Item 2122-359**

**Certificate of Achievement Change**

**Heat and Frost Insulators**

**Updates to: Removal of course, unit change, and description**

**Item 2122-360**

**AAT Degree Change**

**Philosophy for Transfer**

**Updates to: Course removal/addition, description updated**

**Item 2122-361**

**Credit Course Revision**

**ENGT 200 Intermediate CAD Modeling for Design & Production**

**Updates to: Prerequisite**

It was moved by Jannine Livingston; seconded by Alex Gardos to approve items **2122-333 thru 2122-341 and 2122-352 thru 2122-361** for second read.

Approved

Not Approved

Abstention

**A) First Readings:**

**Item 2122-362**

**Credit Course Revision**

**AJ 290 Cooperative Work Experience/Internship for Administration of Justice Related Fields**

**Updates to: Course description and minor content revisions**

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

Approved

Not Approved

Tabled

**Item 2122-363**

**Credit Course Revision**

**BIOL 222 Microbiology**

**Updates to: Textbook, minor description and content revisions**

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

Approved

Not Approved

Tabled

**Item 2122-364**

**Credit Course Revision**

**CIT 192 Security+**

**Updates to: Description, prerequisite, textbook, and minor content revisions**

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

Approved                       Not Approved                       Tabled

**Item 2122-365**

**Credit Course Revision**

**CORR 265 Supervision of Sex Offenders**

**Updates to: Minor content revisions**

It was moved by Rose Marie Gaw; seconded by Melissa Rifino-Juarez.

***Correction Needed: SAM Code to "C" Clearly***

Approved                       Not Approved                       Tabled

**It was moved by Alex Gardos; seconded by Jannine Livingston to review Item 2122-366 and Item 2122-367 as a group.**

**Item 2122-366**

**Credit Course Revision**

**ENGL 201 Advanced Composition and Critical Thinking**

**Updates to: Textbook and minor content revisions**

Approved                       Not Approved                       Tabled

**Item 2122-367**

**Credit Course Revision**

**ENGL 201H Advanced Composition and Critical Thinking Honors**

**Updates to: Course description, textbook and minor content revisions**

Approved                       Not Approved                       Tabled

**It was moved by Jannine Livingston; seconded by Melissa Rifino-Juarez to review Item 2122-368 and Item 2122-369 as a group.**

**Item 2122-368**

**Credit Course Revision**

**LIT 146A British Literature through 1785**

**Updates to: Prerequisite, textbook, and minor content changes**

Approved                       Not Approved                       Tabled

**Item 2122-369**

**Credit Course Revision**

**LIT 146AH British Literature through 1785 Honors**

**Updates to: Textbook and minor content changes**

Approved                       Not Approved                       Tabled

It was moved by Jannine Livingston; seconded by Alex Gardos to review Item 2122-370 and Item 2122-371 as a group.

**Item 2122-370**

**Credit Course Revision**

**LIT 146B British Literature after 1785**

**Updates to: Prerequisite, textbook, and minor content changes**

**Correction Needed: Add ISBN#**

Approved                       Not Approved                       Tabled

**Item 2122-371**

**Credit Course Revision**

**LIT 146BH British Literature after 1785 Honors**

**Updates to: Textbook and minor content changes**

**Correction Needed: Add ISBN#**

Approved                       Not Approved                       Tabled

**Item 2122-372**

**Credit Course Revision**

**MATH 015E Essential Topics for Quantitative Reasoning in Today's World**

**Updates to: Course Title and description**

It was moved by Sondra Moe; seconded by Melissa Rifino-Juarez.

***Correction Needed: Rework description***

Approved                       Not Approved                       Tabled

**Item 2122-373**

**Credit Course Revision**

**SOC 120 Perspectives of Sex and Gender**

**Updates to: Title, description, textbook and minor content revisions**

It was moved by Rose Marie Gaw; seconded by Jannine Livingston.

***Correction Needed: Verify textbook version***

Approved                       Not Approved                       Tabled

**Item 2122-374**

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

**CIT 192 Security+**

It was moved by Alex Gardos; seconded by Alex Dejean.

Approved                       Not Approved                       Tabled

**Item 2122-375**

**Request to offer a course via Distance Education - *ONLINE*  
EGSS 110 Introduction to Ethnic Studies**

It was moved by Sean Hughes; seconded by Rose Marie Gaw.

Approved                       Not Approved                       Tabled

**Item 2122-376**

**Request to offer a course via Distance Education - *ONLINE*  
KIN 192 Health: Women’s Personal Health**

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

***Correction Needed: Corrections to #1A, #2C, and #8***

Approved                       Not Approved                       Tabled

**Item 2122-377**

**Request to offer a course via Distance Education - *ONLINE*  
SOC 120 Perspectives of Sex and Gender**

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

***Correction Needed: #2B***

Approved                       Not Approved                       Tabled

**It was moved by Alex Gardos; seconded by Sean Hughes to approve items 2122-362 thru 2122-373 for second read due to the timing of the schedule roll for Fall 2022.**

Approved                       Not Approved                       Tabled

**IV. UNFINISHED BUSINESS:**

**Elizabeth Ramirez announced that AUTO 400, AUTO 420, AUTO 440, JAPN 101, and JAPN 102 passed the 508 accessibility check. A motion was made by Alex Gardos; seconded By Gil Puga to move the items from Unfinished Business to Second Read.**

Approved                       Not Approved                       Tabled

It was moved by Marius Dornean; seconded by Ryan Carey to approve **items 2021-360, 2021-361, and items 2122-178 thru 2122-180** for second read.

Approved                       Not Approved                       Tabled

*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.)*

*(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 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 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).

**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: 21<sup>st</sup> Century Skills**

**Item 2022-022**

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

*(First Read 09/22/21)*

**Item 2122-053**

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

**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

**Item 2122-063**

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

**Item 2122-064**

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

**Item 2122-065**

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

**Item 2122-066**

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

**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

*(First Read 09/29/21)*

**Item 2122-087**

Request to offer a course via Distance Education – ONLINE  
OENG 041 Introduction to Apprenticeship

**Item 2122-088**

Request to offer a course via Distance Education – ONLINE  
OENG 042 Grade Checking

**Item 2122-089**

Request to offer a course via Distance Education – ONLINE  
OENG 043 Equipment Operator

**Item 2122-090**

Request to offer a course via Distance Education – ONLINE  
OENG 044 Plan Reading

**Item 2122-091**

Request to offer a course via Distance Education – ONLINE  
OENG 045 Skills Specialization

**Item 2122-092**

Request to offer a course via Distance Education – ONLINE  
OENG 052 Welding

**Item 2122-093**

Request to offer a course via Distance Education – ONLINE  
OENG 053 Introduction to Hydraulics

**Item 2122-094**

Request to offer a course via Distance Education – ONLINE  
OENG 054 Advanced Hydraulics/Pneumatics

**Item 2122-095**

Request to offer a course via Distance Education – ONLINE  
OENG 055 Engines-Gasoline and Diesel

**Item 2122-096**

Request to offer a course via Distance Education – ONLINE  
OENG 056 Component Disassembly and Assembly

**Item 2122-097**

Request to offer a course via Distance Education – ONLINE  
OENG 062 Structural Masonry Inspection

**Item 2122-098**

Request to offer a course via Distance Education – ONLINE  
OENG 063 Reinforced Concrete Inspection

**Item 2122-099**

Request to offer a course via Distance Education – ONLINE  
OENG 064 Structural Steel/Welding

**Item 2122-100**

Request to offer a course via Distance Education – ONLINE  
OENG 065 Prestressed Concrete Inspector

**Item 2122-101**

Request to offer a course via Distance Education – ONLINE  
OENG 066 Soil Testing and Inspection

**Item 2122-102**

Request to offer a course via Distance Education – ONLINE  
OENG 067 Structural Steel/Bolting

**Item 2122-103**

Request to offer a course via Distance Education – ONLINE  
OENG 068 Non-Destructive Testing (NDT)

**Item 2122-104**

Request to offer a course via Distance Education – ONLINE  
WELD 041 Elementary Metallurgy

**Item 2122-105**

Request to offer a course via Distance Education – **ONLINE**  
PHIL 122 Philosophical Perspectives on Death & Dying

*(First Read 10/06/21)*

**Item 2122-122**

Request to Offer a Course via Distance Education - **ONLINE**  
MUST 101 Introduction to Music Technology

**Item 2122-123**

Request to Offer a Course via Distance Education - **ONLINE**  
MUST 105 Introduction to the Music Business

**Item 2122-124**

Request to Offer a Course via Distance Education - **ONLINE**  
MUST 151 History of Electronic Music

*(First Read 10/13/21)*

**Item 2122-147**

Request to offer a course via Distance Education - **ONLINE**  
NBIZ 007 Introduction to Information Systems

**Item 2122-148**

Request to offer a course via Distance Education - **ONLINE**  
NBIZ 008 Information Systems for Business

**Item 2122-149**

Request to offer a course via Distance Education - **ONLINE**  
SOC 110 Human Sexuality from a Cross-Cultural Perspective

*(First Read 10/27/21)*

**Item 2122-178**

Request to offer a course via Distance Education - **ONLINE**  
AUTO 400 Analyzing Vehicle Stability, Dynamics, and NVH

**Item 2122-179**

Request to offer a course via Distance Education - **ONLINE**  
AUTO 420 Analyzing Dynamic Functions of Vehicle Drivetrain Systems

**Item 2122-180**

Request to offer a course via Distance Education - **ONLINE**  
AUTO 440 Analyzing Vehicle Safety, Comfort, and Security Systems

**Item 2122-181**

Request to offer a course via Distance Education - **ONLINE**  
CHST 146 The Mexican American in the History of the United States



*(First Read 11/03/21)*

**Item 2122-202**

Request to offer a Course via Distance Education - *ONLINE*  
HIST 325 History of Science and Technology

**Item 2122-203**

Request to offer a Course via Distance Education - *ONLINE*  
NBAS 030 Biology: Living Earth Systems I

**Item 2122-204**

Request to offer a Course via Distance Education - *ONLINE*  
NBAS 031 Biology: Living Earth Systems II

*(First Read 11/17/21)*

**Item 2122-255**

Request to offer a course via Distance Education - *ONLINE*  
MATH 049A How to be a Successful STEM Student

**Item 2122-256**

Request to offer a course via Distance Education - *ONLINE*  
NBAS 044 American Government

**Item 2122-257**

Request to offer a course via Distance Education - *ONLINE*  
NBAS 045 Principles of Economics

**Item 2122-259**

Request to offer a course via Distance Education - *HYBRID*  
SOC 101H Introduction to Sociology Honors

**Item 2122-260**

Request to offer a course via Distance Education - *ONLINE*  
SOC 120 Perspectives of Sex & Gender

*(First Read 12/01/21)*

**Item 2122-304**

Request to offer a course via Distance Ed Request – *ONLINE*  
ACCT 103 Payroll Accounting

**Item 2122-305**

Request to offer a course via Distance Ed Request – *ONLINE*  
ACCT 108 Volunteer Income Tax Assistance Program I

**Item 2122-306**

Request to offer a course via Distance Ed Request – *ONLINE*  
ACCT 110 Excel for Business and Accounting

**Item 2122-307**

**Request to offer a course via Distance Ed Request – *ONLINE*  
ACCT 203 Introduction to Cost Accounting**

**V. DISCUSSION ITEMS**

- **Equitable Placement – Dr. Don Miller**

Dr. Miller reported to the committee that a memo from the Chancellor's Office had been received in November of 2021. This memo addressed equitable placement and the updating of directives to AB 705, specifically pertaining to pre-transfer level Math and English. He stated that our Institutional Research and Planning department has completed data research that is required for a submission by March 11, 2022. This research focused on the success rates of students using our local processes which includes some pre-transfer level Math and English courses vs. the Chancellor's Office recommendations/metrics. Unfortunately, we did not have the numbers to prove that our local process was in compliance with the state mandate.

Don then stated that a PFC taskforce committee has been established to focus on establishing student support services such as, tutoring services, noncredit support courses, basically any service that we can provide to ensure that students do not fall through the cracks. Don stated that in order to comply with AB 705 we will not be offering pre-transfer level Math and English beginning this summer. Don also stated that 5C, the statewide curriculum committee, is working on Title 5 changes, that will disallow pre-transfer courses from local degrees. Don then announced that another law, AB 1705, is in the works and if it passes it will be even more restrictive.

Don closed with the hope that the PFC taskforce group will come up with some support options for our students to guarantee their success.

- **Emergency Distance Ed Requests – Elizabeth Ramirez**

Elizabeth shared that currently our Emergency DE Requests have been approved for offering through the Spring semester 2022. She then stated that the Statewide Academic Senate had discussed several ways to handle a statewide or local emergency that would require a shift to remote instruction very quickly. Her suggestion, along with Dr. Miller's, was to initiate an approval process in the event of future emergencies. In order to implement this, Elizabeth suggested that each division representative speak to their departments and find out if they would like to have the courses remain "Emergency DE" approved. If they do not want to continue then they can "opt out" in which case specified courses would not be approved for remote delivery in the event of an emergency. She then explained that a checkbox will be added to CurriQUnet that will be checked if the course can be offered in the future as Emergency DE. Alex Gardos suggested that a formal email be sent to all faculty, from Elizabeth, and then the representatives can follow up from there.

Elizabeth also suggested that the DE items in Unfinished Business that have not been approved following the DE Model Guidelines be reviewed in Tech Review. Alex Gardos, Mike Garabedian, and Alex DeJean offered to serve on Tech Review to do so.

- **By-laws – Elizabeth Ramirez**

Elizabeth reminded the committee that Melissa Rifino-Juarez had mentioned that our by-laws have not been reviewed in quite some time. She asked if any members would be interested in serving on taskforce to review the by-laws and bring back recommendations to the committee. Melissa Rifino-Juarez, Gil Puga, and Ryan Carey volunteered to do so.

- **AB 361 review – Elizabeth Ramirez**

It was motioned by Ryan Carey; seconded by Jannine Livingston to continue meeting via teleconferencing due to the current state of emergency for the next 30 days. The motion was approved unanimously.

- **Course Discipline Assignment – Elizabeth Ramirez**

Elizabeth stated that many courses are still missing Course Discipline Assignments. She asked that these get taken care of as soon as possible. Courses missing assignments can be located on the Division matrices located on the Curriculum webpage. She also suggested that when new courses are created to complete the Discipline Assignment at that time. The Assignment form is also posted on the webpage.

## **VI. ADJOURNMENT**

Elizabeth announced that there will not be a meeting on March 2, 2022.

Meeting adjourned at 12:29 p.m.