

**Rio Hondo Community College District  
Curriculum Committee  
Minutes  
Wednesday, March 9, 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, Ed Izaguirre, Jannine Livingston, Sondra Moe, Dorali Pichardo-Diaz, Gil Puga, Elizabeth Ramirez, Melissa Rifino-Juarez, Claudia Rivas, Michael Saakyan, Mike Slavich, Stephen Smith, Student Representative-Matthew De Haro

**Voting Members Absent:** Wendy Huang-Jimenez, Ted Preston

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

**I. APPROVAL OF THE MINUTES FROM FEBRUARY 23, 2022**

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

X Approved                       Not Approved                       2 Abstention

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

**III. ACTION ITEMS**

**A) Approval of Consent Agenda:**

**Item 2122-378  
Request for Emergency Distance Education  
HUM 145 Women in the Humanities**

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

X Approved                       Not Approved                       Abstention

**B) Second Readings: *No Items***

**C) First Readings:**

**Item 2122-379  
B.S. Degree Change  
Automotive Technology  
Updates to: Units, courses, and description change**

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

X Approved                       Not Approved                       Tabled

**Item 2122-380**

**AAT Degree Change**

**English for Transfer**

**Updates to: Course additions and description change**

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

X Approved

Not Approved

Tabled

**Item 2122-381**

**A.A. English and Literature**

**Updates to: Course additions and description change**

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

X Approved

Not Approved

Tabled

**Item 2122-382**

**New Noncredit Certificate of Competency**

**Secondary Education English Language Arts I**

**Description**

This is an academic preparation certificate for a course of study aligned with the English Language Arts Framework for California Secondary Education. Students gain foundational knowledge and interpretative skills in English grammar and literature. Key competencies include: understanding of literary elements through the exploration of a variety of genres, applying active reading strategies for comprehension and interpretation, and writing compositions that integrate grammar, mechanics, enhanced vocabulary, and clarity of ideas.

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

***Correction Needed: Description clarification***

X Approved

Not Approved

Tabled

**Item 2122-383**

**New Noncredit Certificate of Competency**

**Secondary Education English Language Arts II**

**Description**

This is an academic preparation certificate for a course of study aligned with the English Language Arts Framework for California Secondary Education. Students gain critical thinking, writing, and analytical skills through the lens of American Literature. Key competencies include: interpreting and discussing texts from varied perspectives, conducting and synthesizing research from multiple sources, and applied use of literary devices and rhetorical strategies for written compositions demonstrating a command of standard American English language conventions.

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

***Correction Needed: Description clarification***

Approved

Not Approved

Tabled

**Item 2122-384**

**New Noncredit Certificate of Competency**

**Secondary Education Science**

**Description**

This is an academic preparation certificate for a course of study aligned with the Science Framework for California Secondary Education. Students gain foundational and applied knowledge of life and physical science. Key content areas include: the nature of science and experimentation, biological hierarchy, chemistry of living things, matter and its interactions, and introduction to organic chemistry.

It was moved by Melissa Rifino-Juarez; seconded by Sean Hughes.

***Correction Needed: Description clarification***

Approved

Not Approved

Tabled

**Item 2122-385**

**New Noncredit Certificate of Competency**

**Secondary Education Social Science I**

**Description**

This is an academic preparation certificate for a course of study aligned with the Social Studies Framework for California Secondary Education. Students gain foundational overview and contextual knowledge of US and World History through the lens of significant events, themes, topics, and people in particular periods of history.

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

***Correction Needed: Description clarification***

Approved

Not Approved

Tabled

**Item 2122-386**

**New Noncredit Certificate of Competency**

**Secondary Education Social Science II**

**Description**

This is an academic preparation certificate for a course of study aligned with the Social Studies Framework for California Secondary Education. Students gain foundational and applied knowledge of American government and economics. Key content areas include: principles of American democracy, political systems, financial markets, and international trade.

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

***Correction Needed: Description clarification***

Approved

Not Approved

Tabled

**IV. UNFINISHED BUSINESS:**

Elizabeth Ramirez announced that ENGL 131 and ENGL 231 passed the 508 accessibility check. A motion was made by Sean Hughes; seconded by Marius Dornean to move the items from Unfinished Business to Second Read.

Approved

Not Approved

Tabled

It was moved by Dorali Pichardo-Diaz; seconded by Marius Dornean to approve **items 2122-063 and 2122-064** 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 2021-362**

**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 2122-181**

**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

*(First Read 02/09/22)*

**Item 2122-342**

Request to Offer a Course via Distance Education - *ONLINE*  
NBAS 040 World History I: 1750-1918

**Item 2122-343**

Request to Offer a Course via Distance Education - *ONLINE*  
NBAS 041 World History II: 1918-Present

**Item 2122-344**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 042 U.S. History I: Origins of the American Republic - 1945**

**Item 2122-345**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 043 U.S. History II: 1945 – Present**

**Item 2122-346**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 050 English 1A**

**Item 2122-347**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 051 English 1B**

**Item 2122-348**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 052 English 2A**

**Item 2122-349**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 053 English 2B**

**Item 2122-350**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 054 English 3A**

**Item 2122-351**

**Request to Offer a Course via Distance Education - *ONLINE***  
**NBAS 055 English 3B**

***(First Read 02/23/22)***

**Item 2122-374**

**Request to offer a course via Distance Education - *ONLINE***  
**CIT 192 Security+**

**Item 2122-375**

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

**Item 2122-376**

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

**Item 2122-377**

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

V. DISCUSSION ITEMS

Elizabeth Ramirez - Continuation of Temporary DE Authorization

Elizabeth Ramirez addressed the committee about the conversations that herself, VPAA Dr. Miller, and Academic Senate President Dorali Pichardo-Diaz have been having in regards to the extension of Temporary DE authorization (courses that were previously approved as Emergency DE) through the end of Fall 2022. This extension would allow Deans and faculty the time needed to plan for future semester course offerings.

Cameron English asked if there would still be time to submit for Temporary DE any course that had not already been approved. Elizabeth stated that if the committee approves the extension of Temporary DE through Fall 2022 then yes, DE requests could still be submitted but would need to be in by March 23, 2022 for inclusion on the April 6<sup>th</sup> agenda in order for I/O to have enough time to schedule the course via DE. Elizabeth reminded faculty that if they want to continue to offer courses via DE after Fall 2022- to be sure that the permanent DE Request is submitted as soon as possible.

It was motioned by Gil Puga; seconded by Jannine Livingston to extend the Temporary DE authorization of courses that were previously approved for Emergency DE authorization through Fall 2022.

After some discussion, the motion was amended by Dr. Sondra Moe; seconded by Marius Dornean to extend the Temporary DE authorization of courses that were previously approved for Emergency DE authorization through Fall 2022. Emergency DE Requests will need to be submitted by March 23<sup>rd</sup>; anything after that date would need to be submitted for permanent DE approval.

Approved                       Not Approved                       Tabled

Elizabeth Ramirez – DE Requests

Elizabeth Ramirez informed the committee that a Technical Review group met to review the permanent Distance Ed requests that have been approved for First Read but missing 508 compliance approval. The committee is proposing that future DE requests not be submitted to curriculum for review until the first four weeks of the Canvas shell is built out. It is hoped that by adding this requirement, the backlog of requests pending review would be alleviated.

Discussion followed about how the verification process of the Canvas shell will be implemented. Committee members were concerned about the process of verifying that the shell was completed. It was decided that members would go back to their divisions and decide individually how this verification will take place.

It was moved by Alex Gardos; seconded by Marius Dornean that moving forward, permanent DE requests will require, prior to first read, at least four weeks of the Canvas shell be built out.

Approved                       Not Approved                       Tabled

Due to time constraints the remaining discussion items will be added to the next agenda.

**Elizabeth Ramirez – DE Technical Review update – No report**

**Elizabeth Ramirez – Outcomes update – No report**

**VI. ADJOURNMENT**

Elizabeth announced that there will not be a meeting on March 16, 2022.

Meeting adjourned at 12:30 p.m.