

**Rio Hondo Community College District
Curriculum Committee
Minutes
Wednesday, April 13, 2022 – Remote
Zoom ID# 98838565188**

Voting Members Present: Ryan Carey, Janet Cha, Alex DeJean, Cameron English, Mike Garabedian, Nancy Garcia, Alex Gardos, Rose Marie Gaw, Sean Hughes, Ed Izaguirre, Jannine Livingston, Dorali Pichardo-Diaz, Gil Puga, Elizabeth Ramirez, Melissa Rifino-Juarez, Mike Slavich, Stephen Smith

Voting Members Absent: Marius Dornean, Wendy Huang-Jimenez, Sondra Moe, Ted Preston, Claudia Rivas, Michael Saakyan, Student Representative-Mathew De Haro

Non-Voting Members Absent: Rose Sanceda

I. APPROVAL OF THE MINUTES FROM MARCH 23, 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:

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

Item 2122-388

Credit Course Revision

ANIM 134 Mech and Vehicle Design

Updates to: Advisory, description, textbook, and minor content updates

Item 2122-389

Credit Course Revision

ANIM 135 Environment Design

Updates to: Advisory, description, textbook, and minor content updates

Item 2122-390

Credit Course Revision

BIOL 125 Human Anatomy

Updates to: Description

Item 2122-391

New Credit Course

KIN 136 Pilates Mat Teaching: Foundations

Description

This course includes foundational information necessary for students interested in teaching Pilates Mat classes. The course will focus on establishing a personal practice in combination with an experiential analysis of the physical fitness system created by Joseph Pilates. The course will also introduce the student to the history and philosophy of Pilates Mat, as well as the methodologies and business of teaching Pilates Mat. This course is designed for students pursuing the proposed Pilates Mat Teacher Training Certificate, a career teaching Pilates Mat in the fitness industry, or for those interested in furthering their understanding of the effects and benefits of Pilates for health, fitness, rehabilitation, and overall physical performance and endurance.

Item 2122-392

New Credit Course

KINA 236 Pilates Mat II

Description

KINA 236 is a continuation of KINA 136, and builds upon the basic Pilates Mat exercises covered in KINA 136. The exercises in this course are designed to further increase strength in the abdominal and spinal musculature. Students engage in exercises and learn how to utilize props (e.g., magic circles, stretch/exercise bands, mini balls, gliders, and hand weights) designed to further increase awareness of body alignment, torso strength, and spine and limbs as well as to increase endurance while fine-tuning breathing techniques utilized in strength training exercises. Additionally, students advance their coordination and balance, and learn about the muscle groups and their actions being utilized during traditional Pilates Mat work. This course is suitable for students interested in conditioning, dance, athletics, and fitness, or those seeking to increase overall strength to better support the spine in everyday activities. The course is required for the Mat Pilates Teacher Training Certificate.

Item 2122-393

Delete from Curriculum

NBAS 008 Personal Learning Skills

Item 2122-394

Delete from Curriculum

NCOA 013 Current Topics for Older Adults

Item 2122-395

Delete from Curriculum

NCOA 014 Tai Chi Chuan for Older Adults

Item 2122-396

Delete from Curriculum

NESL 034 ESL Multi-Level I

Item 2122-397

Delete from Curriculum

NESL 035 ESL Multi-Level

Item 2122-398

Delete from Curriculum
NESL 036 ESL Family Literacy

Item 2122-399

Delete from Curriculum
NHAN 001 Art Workshop for the Handicapped

Item 2122-400

Delete from Curriculum
NHEC 002 Soap Making as an Art and a Business

Item 2122-401

Delete from Curriculum
NVOC 0029 Effective Supervision

Item 2122-402

Credit Course Revision
POLS 130 Comparative Government
Updates to: Description and textbook

Item 2122--405

Request to Offer a Course via Distance Education - **ONLINE**
BIOL 125 Human Anatomy

X_ Approved

Not Approved

Abstention

C) First Readings: Continued from March 23, 2022

It was moved by Jannine Livingston; seconded by Sean Hughes to review items 2122-408 and 2122-409 as a group.

Item 2122-408

Request to Offer a Course via Distance Education - **ONLINE**
POLS 130 Comparative Government

Correction needed: 1B

X_ Approved

Not Approved

Tabled

Item 2122-409

Request to Offer a Course via Distance Education - **ONLINE**
POLS 140 International Relations

Correction needed: 1B

X_ Approved

Not Approved

Tabled

It was moved by Alex Gardos; seconded by Ryan Carey to review the Course Discipline Assignments as group, (Items 2122-410 through 2122-415)

Item 2122-410

Request for Assigning Courses to Discipline

ASTR 137 An Introduction to Cosmology: From the Big Bang to the Multiverse

Approved Not Approved Tabled

Item 2122-411

Request for Assigning Courses to Discipline

BIOT 120, BIOT 130, BIOT 230, BIOT 240

Approved Not Approved Tabled

Item 2122-412

Request for Assigning Courses to Discipline

ENGR 100, ENGR 140, ENGR 240

Approved Not Approved Tabled

Item 2122-413

Request for Assigning Courses to Discipline

MATH 049B, MATH 251

Approved Not Approved Tabled

Item 2122-414

Request for Assigning Courses to Discipline

PHY 160, PHY 212, PHY 213, PHY 220, PHY 299A, PHY 299B, PHY 299C

Approved Not Approved Tabled

Item 2122-415

Request for Assigning Courses to Discipline

NART 285 Graphic Design Skills Development

Approved Not Approved Tabled

First Readings – New

It was moved by Rose Marie Gaw; seconded by Melissa Rifino-Juarez to review items 2122-416 and 2122-417 as a group.

Item 2122-416

Credit Course Revision

LIT 145 Introduction to the Short Story

Updates to: Textbook

X Approved

1 Not Approved

Tabled

Item 2122-417

Credit Course Revision

LIT 145H Introduction to the Short Story Honors

Updates to: Textbook

Correction Needed: Description

X Approved

1 Not Approved

Tabled

Item 2122-418

New Noncredit Course

NCOM 285 Journalism and Mass Communications Skills Development

Description

This course complements the RDIO, MSCM, and JOUR lab and lecture courses and is designed to provide an additional opportunity for students to practice concepts covered in the lab and lecture courses and enhance their work in preparation. These instructional activities are not available in the regular lecture/lab courses and are not required for the grade in the courses. It is recommended that students have previously taken or are currently enrolled in any Rio Hondo College Mass Communications course with a prefix of JOUR, RDIO, or MSCM.

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

Correction Needed: Description

X Approved

Not Approved

Tabled

It was moved by Jannine Livingston; seconded by Ed Izaguirre to review Items 2122-419 and 2122-420 as a group.

Item 2122-419

Credit Course Revision

MATH 049A How to be a Successful STEM Student

Updates to: Prefix to STEM

Correction Needed: Description

X Approved

Not Approved

Tabled

Item 2122-420

Credit Course Revision

MATH 049B Becoming a STEM Researcher

Updates to: Prefix to STEM

Correction Needed: Description

X Approved

Not Approved

Tabled

It was moved by Jannine Livingston; seconded by Alex Gardos to review items 2122-421 through 2122-427 as a group.

Item 2122-421

Request to Offer a Course via Distance Education - *ONLINE*

MATH 013E Essential Topics for Statistics

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

Item 2122-422

Request to Offer a Course via Distance Education - *ONLINE*

MATH 015E Essential Topics for Survey of Mathematics

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

Item 2122-423

Request to Offer a Course via Distance Education - *ONLINE*

MATH 016E Essential Topics for College Algebra

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

Item 2122-424

Request to Offer a Course via Distance Education - *ONLINE*

MATH 017E Essential Topics for Plane Trigonometry

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

Item 2122-425

Request to Offer a Course via Distance Education - *ONLINE*

MATH 018E Essential Topics for Pre-Calculus

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

Item 2122-426

Request to Offer a Course via Distance Education - *ONLINE*

MATH 190 Calculus I

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

Item 2122-427

**Request to Offer a Course via Distance Education - *ONLINE*
MATH 191 Calculus II**

Correction Needed: #2C add (DE) and (IT), #5 ADD (LMS) acronym

Approved

Not Approved

Tabled

IV. UNFINISHED BUSINESS:

Elizabeth Ramirez announced that CHST 146, HUM 130, and MATH 049A passed the 508 accessibility check. A motion was made by Sean Hughes; seconded by Jannine Livingston to move the items from Unfinished Business to Second Read.

Approved

Not Approved

Tabled

It was moved by Melissa Rifino-Juarez; seconded by Alex Gardos to approve items 2122-065, 2122-181, and 2122-255 for second read.

Approved

Not Approved

Tabled

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 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

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).

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: 21st 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 2122-065

**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

(First Read 03/23/22)

Item 2122-403

Request to Offer a Course via Distance Education - *ONLINE*
ANIM 134 Mech and Vehicle Design

Item 2122-404

**Request to Offer a Course via Distance Education - *ONLINE*
ANIM 135 Environment Design**

Item 2122-406

**Request to Offer a Course via Distance Education - *ONLINE*
MATH 180 Pre-Calculus**

Item 2122-407

**Request to Offer a Course via Distance Education – *ONLINE*
PHIL 115 Symbolic Logic**

V. DISCUSSION ITEMS

Elizabeth Ramirez – DE Technical Review update

Elizabeth reported on the recommendation of the Distance Education Technical Review Committee. The committee has recommended that any DE requests in Unfinished Business, reviewed prior to the creation of the Model Distance Education Document, be sent back to the originators for updates using the new DE criteria and for verification that four weeks of the course has been built out in Canvas.

It was brought up that many of the DE requests that were submitted prior to the New Model DE document were submitted on the old paper forms. It was decided that paper requests will be sent back to the originators to be updated in CurriQunet. The requests that have been approved for First Read prior to the creation of the Model Distance Education document will also be sent back to the originator to revise using the new DE model criteria. In addition to updating CurriQunet, it will need to be verified that these requests have at minimum, four weeks of the Canvas Shell built and ready for review. It was also decided that if the necessary updates were not made or, if by the end of the Spring semester there was not any communication in regards to the updates, the requests would be dropped from unfinished business.

Elizabeth informed the committee that herself, Mike Slavich and Kathy Burdett would figure out the best process to return the requests to the originators for updates. At the next meeting, Elizabeth will inform the committee of progress in this area.

Elizabeth Ramirez – Distance Ed Requests in CurriQunet

Elizabeth shared that a new process has been created in CurriQunet for Distance Education requests. The reason this was created was for tracking purposes. She shared her screen to show the committee members how to use the new “Course Revision for Distance Education” tab. It was decided that this tab should be renamed to “Distance Education Request” since when creating a DE Request, faculty are locked out of all other tabs that would be considered a “Course Revision”

Elizabeth Ramirez – Review of By-laws draft – No report due to time constraints

Elizabeth Ramirez - Equitable Placement/AB 705 follow-up discussion – No report due to time constraints

VI. ADJOURNMENT

Elizabeth announced that there will not be a meeting on April 20, 2022.

Meeting adjourned at 12:30 p.m.