

**Rio Hondo Community College District**

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**Curriculum Committee**

**Minutes**

**Wednesday, April 19th, 2017 Board Room**

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**Voting Members Present:** Rose Marie Gaw, Jim Newman, Alex Gardos, Marius Dornean, Elizabeth Ramirez, Mike Hinze, Mike Slavich, Brian Brutlag, Ea Madrigal, Mariano Zaro, Mutsuno Ryan, Judy Sevilla-Marzona, Jannine Livingston, Dorali Pichardo, Sharon Bell, Ryan Bronkar, Jay Ribaya, Gerry Wallace, Bailey Garcia (ASB Representative)

**Voting Members Absent:** Michelle Pilati, Patti Luna, Moises Mata, Janet Cha, Mike Slavich

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

**Guests:** Ryan Carey, Warren Roberts, Steve Tomory

**I. Approval of the minutes for the meeting on April 5, 2017**

It was moved by Mike Hinze; seconded by Janine Livingston.

Approved w/one opposition     Not Approved     Tabled

**II. ACTION ITEMS**

**A) Approval of Consent Agenda:**

It was moved by Alex Gardos; seconded by Brian Brutlag; and approved by the committee to approve items 1617-192 through 1617-194 as a group.

**1) Course Change  
Item 1617-192**

**SPCH 102: Fundamentals of Oral  
Communication  
Delete from catalog**

**2) Degree Change  
Item 1617-193**

**COA in Information Systems with the  
Network Administrator Option  
Title Change: TO: COA in Computer  
Information Technology/Network  
Administrator**

**3) Degree Change  
Item 1617-194**

**COA in Information Systems with the  
System Administrator Option**

**Title Change: TO:** COA in Computer Information Technology/System Administrator

Approved       Not Approved       Tabled

**B) Second Readings:**

It was moved by Alex Gardos; seconded by Jay Ribaya, and approved by the Committee to approve items **1617-176 through 1617-191** as a group:

- 1) **Course Revision**  
**Item 1617-176**      **BIOL 105: Human Biology**  
Revise content and update text
  
- 2) **Course Revision**  
**Item 1617-177**      **CHIN 101: Chinese I**  
**Description Change**  
Revise content and update text
  
- 3) **Course Revision**  
**Item 1617-178**      **CHIN 102: Chinese II**  
**Description Change**  
**Prerequisite Change**  
**Advisory Change**  
Revise content and update text
  
- 4) **Course Revision**  
**Item 1617-179**      **CIV 140: Civil Drafting**  
**Fundamentals**  
**Description Change**  
**Title Change**  
**Hours Change: From:** 36 Lec/72 Lab  
**To:** 36 Lec/54 Lab  
Revise content and update text
  
- 5) **Course Revision**  
**Item 1617-180**      **FR 101: French I**  
**Description Change**  
**Advisory Change**  
**Hours Change: From:** 72 Lec/18 Lab  
**To:** 72 Lecture  
Revise content and update text
  
- 6) **Course Revision**  
**Item 1617-181**      **FR 102: French II**  
**Description Change**  
**Prerequisite Change**  
**Advisory Addition**

**Hours Change: From:** 72 Lec/18 Lab  
**To:** 72 Lecture  
Revise content and update text

**7) Course Revision**  
**Item 1617-182**

**JAPN 101: Japanese I**  
**Description Change**  
Revise content and update text

**8) Course Revision**  
**Item 1617-183**

**JAPN 102: Japanese II**  
**Prerequisite Change**  
**Advisory Change**  
**Description Change**  
Revise content and update text

**9) Course Revision**  
**Item 1617-184**

**MATH 020, MATH 020A,B,C: Basic Mathematics**  
Revise content and update text

**10) Course Revision**  
**Item 1617-185**

**MATH 030, MATH 030A,B,C,D: Prealgebra**  
**Prerequisite:** Wording only  
Revise content and update text

**11) Course Revision**  
**Item 1617-186**

**MATH 050, MATH 050A,B,C,D: Elementary Algebra**  
**Description Change**  
Revise content and update text

**12) Course Revision**  
**Item 1617-187**

**MATH 070, MATH 070A,B,C,D: Intermediate Algebra**  
**Description Change**  
Revise content and update text

**13) Course Revision**  
**Item 1617-188**

**SPAN 101: Spanish I**  
**Unit Change: From: 4.5 To: 4**  
**Description Change**  
**Advisory Change**  
**Hours Change: From:** 72 Lec/27 Lab  
**To:** 72 Lecture  
Revise content and update text

**14) Course Revision**  
**Item 1617-189**

**SPAN 102: Spanish II**  
**Unit Change: From: 4.5 To: 4**  
**Description Change**  
**Prerequisite Change**  
**Hours Change: From: 72 Lec/27 Lab**  
**To: 72 Lecture**  
Revise content and update text

**15) Request to Offer a Course via Distance Education**  
**Item 1617-190**

**MATH 053: B-STEM Elementary**  
**Algebra**  
**(ONLINE)**  
**p.118**

**16) Request to Offer a Course via Distance Education**  
**Item 1617-191**

**MATH 073: B-STEM Intermediate**  
**Algebra**  
**(ONLINE)**

Approved       Not Approved       Tabled

**C) First Readings:**

**1) Course Revision**  
**Item 1617-195**

**AUTO 046: Honda/Acura Automatic**  
**Transmission Systems**  
Revise content and update text

It was moved by Alex Gardos; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**2) New Course**  
**Item 1617-196**

**CARP 290: Work Experience in**  
**Carpenters Apprenticeship**  
**Units: 1 – 4**  
**Hours: 3 Lecture/75-300 Lab**  
**Advisory: ENGL 035 or ENLA 100 or**  
appropriate assessment; READ 023  
or appropriate assessment  
**Transfers to CSU**

It was moved by Mike Hinze; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**3) Course Revision**  
**Item 1617-197**

**EDEV 022: Basic Arithmetic**  
**TOPS Code: From: 4930.32**  
**To: 4930.30**

Revise content and update text

It was moved by Judy Sevilla-Marzona; seconded by Alex Gardos.

Approved       Not Approved       Tabled

**4) New Course**  
**Item 1617-198**

**HEFR 290: Work Experience in Heat and Frost Insulator Apprenticeship**

**Units:** 1 - 4

**Hours:** 3 Lecture/75-300 Lab

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

**Transfers to CSU**

It was moved by Alex Gardos; seconded by Jay Ribaya.

Approved       Not Approved       Tabled

**5) New Course**  
**Item 1617-199**

**HET 051: Outdoor Power Equipment Operation and Maintenance**

**Units:** 4

**Hours:** 54 Lecture/54 Lab

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

It was moved by Janine Livingston; seconded by Jim Newman.

Approved       Not Approved       Tabled

**6) New Course**  
**Item 1617-200**

**HET 052: Outdoor Power Equipment Engine Repair**

**Units:** 4

**Hours:** 54 Lecture/54 Lab

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

It was moved by Alex Gardos; seconded by Jay Ribaya.

Approved       Not Approved       Tabled

**7) New Course**  
**Item 1617-201**

**HET 053: Outdoor Power Equipment  
Engine Systems**

**Units: 4**

**Hours:** 54 Lecture/54 Lab

**Advisory:** ENGL 035 or ENLA 100 or  
appropriate assessment; READ 023  
or appropriate assessment

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

Approved

Not Approved

Tabled

**8) New Course**  
**Item 1617-202**

**HOSP 103: Sanitation and Safety**

**Units: 3**

**Hours:** 54 Lecture

**Advisory:** ENGL 035 or ENLA 100 or  
appropriate assessment; READ 023  
or appropriate assessment

**Transfers to: CSU**

It was moved by Jim Newman; seconded by Alex Gardos.

Approved

Not Approved

Tabled

**9) New Course**  
**Item 1617-203**

**HOSP 104: Introduction to Food and  
Beverage Management**

**Units: 3**

**Hours:** 54 Lecture

**Advisory:** ENGL 035 or ENLA 100 or  
appropriate assessment; READ 023  
or appropriate assessment

**Transfers to: CSU**

It was moved by Alex Gardos; seconded by Jay Ribaya.

Approved

Not Approved

Tabled

**10) New Course**  
**Item 1617-204**

**LAND 121: Introduction to the  
History of Landscape Architecture**

**Units: 3**

**Hours:** 54 Lecture

**Advisory:** ENGL 035 or ENLA 100 or  
appropriate assessment; READ 023  
or appropriate assessment

**Transfers to: CSU**

It was moved by Ea Madrigal; seconded by Alex Gardos.

Approved       Not Approved       Tabled

**11) New Course**

**Item 1617-205**

**OENG 290: Work Experience in  
Operating Engineers Union  
Apprenticeship**

**Units:** 1 - 4

**Hours:** 3 Lecture/75-300 Lab

**Advisory:** ENGL 035 or ENLA 100 or  
appropriate assessment; READ 023  
or appropriate assessment

**Transfers to CSU**

It was moved by Alex Gardos; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**12) Course Revision**

**Item 1617-206**

**PAC 042: Police Supervision**

**Hours:** 81 Lecture

**Description Change**

Revise content and update text

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

Approved       Not Approved       Tabled

**13) Course Change**

**Item 1617-207**

**READ 010: Spelling Improvement**

Delete from Curriculum

It was moved by Mike Hinze; seconded by Sharon Bell.

Approved       Not Approved       Tabled

**14) Course Revision**

**Item 1617-208**

**WELD 060: Production Welding  
Techniques**

**Description**

Revise content and update text

It was moved by Judy Sevilla-Marzona; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**15) Course Revision**  
**Item 1617-209**

**WELD 065: Inert Gas Welding**

**Title Change: To:** Introduction to Gas Tungsten Arc Welding

**Description Change**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
Revise content and update text

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

Approved       Not Approved       Tabled

**16) Course Revision**  
**Item 1617-210**

**WELD 070: Advanced Inert Gas Welding**

**Title Change: To:** Advanced Gas Tungsten Arc Welding

**Description Change**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
Revise content and update text

It was moved by Alex Gardos; seconded by Judy Sevilla-Marzona.

Approved       Not Approved       Tabled

**17) Course Revision**  
**Item 1617-211**

**WELD 085: Metal Fabrication**

**Title Change: To:** Introduction to Metal Fabrication

**Description Change**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
Revise content and update text

It was moved by Jim Newman; seconded by Alex Gardos.

Approved       Not Approved       Tabled

**18) Course Revision**  
**Item 1617-212**

**WFT 042: Portable Pumps and Water Use (S211)**

**Unit Change: From: 1 TO: 1.1**

**Description Change**

Revise content and update text



It was moved by Alex Gardos; seconded by Sharon Bell.

Approved       Not Approved       Tabled

**19) Course Revision**

**Item 1617-213**

**WFT 044: Introduction to ICS (I100)**

**Description Change**

Revise content and update text

It was moved by Ea Madrigal; seconded by Alex Gardos.

Approved       Not Approved       Tabled

**20) Course Revision**

**Item 1617-214**

**WFT 045: ICS for Single Resources (I200)**

**Prerequisite Change**

**Description Change**

Revise content and update text

It was moved by Alex Gardos; seconded by Jim Newman.

Approved       Not Approved       Tabled

**21) Non-Credit Course Revision**

**Item 1617-215**

**NESL 016: ESL Intermediate Low**

**Prerequisite: Remove:** NESL 015

**Advisory: Add:** NESL 015

**TOPS Code: From:** 4930.86

**To:** 4930.87

Revise content and update text

It was moved by Mike Hinze; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**22) Non-Credit Course Revision**

**Item 1617-216**

**NESL 017: ESL Intermediate High**

**Prerequisite: Remove:** NESL 016

**Advisory: Add:** NESL 016

Revise content and update text

It was moved by Brian Brutlag; seconded by Janine Livingston.

Approved       Not Approved       Tabled

**23) Non-Credit Course Revision**

**Item 1617-217**

**NESL 018: ESL Advanced**

**Prerequisite: Remove:** NESL 017

**Advisory: Add:** NESL 017

Revise content and update text

It was moved by Alex Gardos; seconded by Jay Ribaya.

\_X\_ Approved       Not Approved       Tabled

**24) Degree Change**  
**Item 1617-218**

**AA-T in Communication Studies**  
Course Changes

It was moved by Alex Gardos; seconded by Mike Hinze.

\_X\_ Approved       Not Approved       Tabled

**25) Degree Change**  
**Item 1617-219**

**A.S. in Information Systems with the  
System Administrator Option**  
**Title Change: To:** Computer Information  
Technology/System Administrator  
**Unit Change: From: 22 To: 31**  
Course Additions

It was moved by Alex Gardos; seconded by Mike Hinze.

\_X\_ Approved       Not Approved       Tabled

**26) Degree Change**  
**Item 1617-220**

**A.S. in Information Systems with the  
Network Administrator Option**  
**Title Change: To:** Computer Information  
Technology/Network Administrator  
**Unit Change: From: 22 To: 31**  
Course Additions

It was moved by Sharon Bell; seconded by Alex Gardos.

\_X\_ Approved       Not Approved       Tabled

**III. UNFINISHED BUSINESS: No Items**

**III. DISCUSSION ITEMS/ATTACHMENT:**

Ryan Bronkar made a motion to “Require that all Non-Credit courses be reviewed every five years the same as Credit courses policy”.

It was moved by Brian Brutlag; seconded by Jim Newman and approved unanimously by all committee members present.

Ryan then suggested possibly forming a small subcommittee to review the Non-Credit Course forms and make changes as necessary. Jim Newman suggested aligning the Non-Credit forms with the Credit forms. Ryan said that the committee could discuss this subject at a later date.

Elizabeth Ramirez reported that the Academic Senate postponed discussion in regards to AB 1985. The senate should have a recommendation by the next meeting which will still give us time to include in the upcoming catalog. Elizabeth stated that our catalog is consistent with the AB 1985 guidelines with the exception of Music Theory which will need to be added to our catalog.

**V. ADJOURNMENT:**

The meeting adjourned at 12:25 p.m.