

**Rio Hondo Community College District**

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**Curriculum Committee**

**Minutes**

**Wednesday, May 3, 2017 Board Room**

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**Voting Members Present:** 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, Michelle Pilati, Janet Cha, Moises Mata, Bailey Garcia (ASB Representative)

**Voting Members Absent:** Patti Luna, Rose Marie Gaw

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

**Guests:** Catherine Page

**I. Approval of the minutes for the meeting on April 19, 2017**

It was moved by Janine Livingston; seconded by Judy Sevilla-Marzona

Approved       Not Approved       Tabled

**II. ACTION ITEMS**

**A) Approval of Consent Agenda:**

It was moved by Mike Hinze; seconded by Alex Gardos; and approved by the committee to approve item 1617-221.

**1) Course Change  
Item 1617-221**

**NVOC 001,0011,0012,0013,0014,  
0015,0016,0017,0019,0020,0021,  
0023,0024,0025,0026,0027  
Various Apprenticeship Courses  
Delete from Catalog  
p.19**

Approved       Not Approved       Tabled

**B) Second Readings:**

A motion was made by Moises Mata to table 2<sup>nd</sup> read items **1617-215 through 1617-217** for further review and revision. 2<sup>nd</sup> by Ea Madrigal; approved by all committee members.

It was moved by Ea Madrigal; seconded by Brian Brutlag; and approved by the Committee to approve items **1617-195 through 1617-214 and 1617-218 through 1617-220** as a group:

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

**AUTO 046: Honda/Acura Automatic Transmission Systems**

Revise content and update text

**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**

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

**EDEV 022: Basic Arithmetic**

**TOPS Code: From: 4930.32**

**To: 4930.30**

Revise content and update text

**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**

**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

**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

**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

**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**

**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**

**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**

**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**

**12) Course Revision**  
**Item 1617-206**

**PAC 042: Police Supervision**  
**Hours:** 81 Lecture  
**Description Change**  
Revise content and update text

**13) Course Change**  
**Item 1617-207**

**READ 010: Spelling Improvement**  
Delete from Curriculum

**14) Course Revision**  
**Item 1617-208**

**WELD 060: Production Welding Techniques**  
**Description**  
Revise content and update text

**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

**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

**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

**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

**19) Course Revision**  
**Item 1617-213**

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

**Description Change**

Revise content and update text

**20) Course Revision**  
**Item 1617-214**

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

**Prerequisite Change**

**Description Change**

Revise content and update text

**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

**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

**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

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

**AA-T in Communication Studies**

Course Changes

**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

**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

Approved       Not Approved       Tabled

**C) First Readings:**

**1) Course Revision**  
**Item 1617-222**

**ADN 290: CWEE/Internship for  
Nursing Related Fields**

**Title: TO:** CWEE/RN Transition

**Unit: FROM: 1-4 TO: 4**

**Hours: FROM: 3 Lecture/60 to 300 Lab**

**TO: 5 Lecture/235 Lab**

Revise content and update text

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

Approved       Not Approved       Tabled

**2) Course Revision**  
**Item 1617-223**

**AUTO 045: Honda/Acura Express  
Service**

**CoRequisite:** Remove

**Prerequisite Change**

**Description Change**

Revise content and update text

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

Approved       Not Approved       Tabled

**3) Course Revision**  
**Item 1617-224**

**AUTO 0451: Honda/Acura Chassis  
Electrical Systems**

**Prerequisite Change**

**Description Change**

Revise content and update text

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

Approved       Not Approved       Tabled

**4) Course Revision**  
**Item 1617-225**

**AUTO 0461: Honda/Acura Occupant  
Safety Systems**

Revise content and update text

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

Approved       Not Approved       Tabled

**5) Course Revision**  
**Item 1617-226**

**PSY 210: Biological Psychology**

Revise content and update text

It was moved by Mike Hinze; seconded by Jim Newman.

Approved       Not Approved       Tabled

**6) Course Revision**  
**Item 1617-227**

**PSY 210H: Biological Psychology  
Honors**

**Prerequisite Change:** Wording Only

Revise content and update text

It was moved by Brian Brutlag; seconded by Ea Madrigal.

Approved       Not Approved       Tabled

**7) Degree Change**  
**Item 1617-228**

**A.S. in Accounting**

Course additions & deletions

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

Approved       Not Approved       Tabled

**8) Certificate Change**  
**Item 1617-229**

**COA in Accounting**

Course additions & deletions

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

Approved       Not Approved       Tabled

**9) New Certificate**

**Item 1617-230**

**Graphic Design: Advertising Design  
Units: 12**

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

Approved       Not Approved       Tabled

**10) New Certificate  
Item 1617-231**

**Graphic Design: Branding & Identity  
Design  
Units: 12**

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

Approved       Not Approved       Tabled

**11) New Certificate  
Item 1617-232**

**Graphic Design: Publication Design  
Units: 12**

It was moved by Mike Slavich; seconded by Jim Newman.

Approved       Not Approved       Tabled

**12) New Certificate  
Item 1617-233**

**Graphic Design: Website Design  
Units: 12**

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

Approved       Not Approved       Tabled

**III. UNFINISHED BUSINESS: *No Items***

**III. DISCUSSION ITEMS/ATTACHMENT:**

Ryan Bronkar began the discussion on Units vs Hours. He distributed to the committee a handout that he had prepared outlining the past discussions, motions and outcomes in regards to Units vs Hours. Ryan's concern is that the Art Department, Robert Miller, has a course that he would like to submit. Ryan asked for committee input as to how the hours should be calculated.

Mike Slavich suggested waiting to submit the course until the new PCAH is released in June. He stated that there will be many changes in the 6<sup>th</sup> edition that will need to be addressed and since we are so late into the year the course would not be approved in time to make the edition of the upcoming catalog anyway. Jim Newman agreed and stated that we should stick to established policies.



It was moved by Jim Newman; seconded by Brian Brutlag, and approved by the Committee to table the discussion in regards to Units vs Hours until the first curriculum meeting in the Fall with a final decision to be made by the 2<sup>nd</sup> curriculum in Fall.

It was moved by Michelle Pilati; seconded by Jim Newman, and approved by the Committee to form a subcommittee to convene during the summer to review the 6<sup>th</sup> Edition PCAH – Units vs Hours and bring the findings to the first curriculum meeting in the Fall.

An Amendment to the second motion was made granting the Curriculum Chair the authority to appoint members to the subcommittee. Jim Newman 1<sup>st</sup>; Micelle Pilati 2<sup>nd</sup>; unanimous approval by committee members.

Ryan then asked committee members if there was any interest to share the load of Curriculum Chair next year. Michelle Pilati stated that she was interested. Ryan Bronkar motioned that Michelle Pilati be approved as Co-Chair to the Curriculum committee beginning Fall 2017. 2<sup>nd</sup> by Alex Gardos; approved by committee members.

**V. ADJOURNMENT:**

The meeting adjourned at 12:15 p.m.