

Rio Hondo Community College District

Curriculum Committee

Minutes

Wednesday, February 7, 2018

Voting Members Present: Alex Gardos, Elizabeth Ramirez, Mike Hinze, Mariano Zaro, Mutsuno Ryan, Ryan Bronkar, Jay Ribaya, Ted Preston, Sharon Bell, Michelle Pilati, Moises Mata, Mike Slavich, Ryan Carey, Dorali Pichardo, Judy Sevilla Marzona, Jannine Livingston, Rose Marie Gaw, Janet Cha, Marius Dornean, Jim Newman, Patti Luna, Scott Dixon, Dana Arazi

Voting Members Absent: Janet Cha, Sharon Bell, Ryan Carey

Non-Voting Members Present: Rose Sanceda

Guests: Grant Linsell, George Wheeler, Kellori Dower, Mike Munoz, Denna Sanchez, Sergio Guzman, Viviana Villanueva, Delmis Alvarado, Vanessa Chavez, Jose Lara, Angela Sotelo, Cecilia Rocha, Shaina Phillips, Parris Youngblood

I. Minutes: No Items

II. ACTION ITEMS

A) Approval of Consent Agenda:

It was moved by Ryan Bronkar; seconded by Alex Gardos, and approved by the Committee to approve item 1718-132.

**1) Course Change
Item 1718-132**

**NVOC 285: Graphic Design Skills
Development**

Course number change from
NVOC 007 – Duplicate# at CCCCCO

X Approved

Not Approved

Tabled

B) Second Readings: No Items

C) First Readings:

**1) Course Revision
Item 1718-133**

**ASL 149: American Sign Language I
Number Change: TO: ASL 101**

Description Change

Revise content and update text.

It was moved by Ted Preston; seconded by Scott Dixon.

Approved Not Approved Tabled

2) Course Revision
Item 1718-134

ASL 150: American Sign Language II
Number Change: TO: ASL 102
Prerequisite Change:
FROM: ASL 149 – **TO:** ASL 101
(formerly ASL 149)
Description Change
Revise content and update text

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

Approved Not Approved Tabled

3) New Course
Item 1718-135

ASL 201: American Sign Language III
Units: 4.0
Hours: 72 Total Lecture
Prerequisite: ASL 102 (formerly ASL 150)
Advisory: READ 022 or appropriate assessment; ENGL 030 or ENLA 034 or appropriate assessment

Correction Needed #1 Entering Skill

It was moved by Scott Dixon; seconded by Alex Gardos.

Approved Not Approved Tabled

4) New Course
Item 1718-136

ASL 202: American Sign Language IV
Units: 4.0
Hours: 72 Total Lecture
Prerequisite: ASL 201
Advisory: READ 022 or appropriate assessment; ENGL 030 or ENLA 034 or appropriate assessment

Correction Needed #1 Entering Skill

It was moved by Alex Gardos; seconded by Scott Dixon.

Approved Not Approved Tabled

Items 1718-137 - 1718-141 moved to next agenda due to time restraints

5) Course Revision
Item 1718-137

**CIT 101: Introduction to Computer
Information Technology**
Description Change

Revise content and update text

6) Course Revision
Item 1718-138

**CIT 102: Introduction to Microsoft
Office**

TOP Code: FROM: 0701.00

TO: 0702.10

Revise content and update text

7) Course Revision
Item 1718-139

CIT 103: Microsoft® Word®

TOP Code: FROM: 0701.00

TO: 0702.10

Advisory: ADD: CIT 101

Prerequisite: REMOVE: CIT 101

Description Change

Revise content and update text

8) Course Revision
Item 1718-140

CIT 107: Microsoft® Excel®

Advisory: ADD: CIT 101

Prerequisite: REMOVE: CIT 101

Revise content and update text

9) Course Revision
Item 1718-141

CIT 109: Microsoft® Access®

Advisory: ADD: CIT 101

Prerequisite: REMOVE: CIT 101

Revise content and update text

10) New Course
Item 1718-142

**COUN 103: Introduction to Student
Leadership Development**

Units: 3.0

Hours: 54 Total Lecture

Advisory: ENGL 035 or ENLA 100

or appropriate assessment; READ 043

or appropriate assessment

It was moved by Scott Dixon; seconded by Rose Marie Gaw.

Approved

Not Approved

Tabled

11) New Course
Item 1718-143

**COUN 104: Stress and Anxiety
Management for Emotional Well-**

Being
Units: 3.0
Hours: 54 Total Lecture
Advisory: ENGL 035 or ENLA 100
or appropriate assessment

It was moved by Scott Dixon; seconded by Ted Preston.

Approved Not Approved Tabled

Items 1718-137 - 1718-141 moved to next agenda due to time restraints

12) New Course

Item 1718-144

HUSR 199A: Seminar in Human Services

Units: 1.0

Hours: 18 Total Lecture

Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment

Prerequisite: PSY 101, SOC 101

13) New Course

Item 1718-145

HUSR 199B: Fieldwork in Human Services

Units: 2.0 to 3.0

Hours: 120 to 180 Unpaid
150 to 225 Paid

Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment

Prerequisite: PSY 101, SOC 101

Corequisite: HUSR 199A

14) New Course

Item 1718-146

HUSR 230A: Drug Studies Seminar

Units: 1.0

Hours: 18

Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 043 or appropriate assessment

Prerequisite: HUSR 130, HUSR 124 and HUSR 122

Corequisite: HUSR 230B

15) Course Revision

Item 1718-147

HUSR 230: Drug Studies Seminar and Internship

Number Change TO: HUSR 230B

Title TO: Drug Studies Internship

Unit Change: FROM: 2.0
TO: 2.0 to 3.0
Hour Change: Remove: Lecture Hours
ADD: Lab Hours: 120 to 180 Unpaid
or 150 to 225 Paid
Corequisite: REMOVE: HUSR 122, 124,
130
ADD: HUSR 230A
Description Change
Revise content and update text

16) Course Revision
Item 1718-148

MUS 134: Chamber Singers
Unit Change: FROM: 2.0 **TO:** 1.0
Hour Change: FROM: 54 Total Lec/Lab
TO: 27 Total Lec/Lab
Advisory: REMOVE: ENGL 035 or
ENLA 100 or appropriate assessment
ADD: MUS 120
Prerequisite: REMOVE: MUS 120 and
Audition
Description Change
Revise content and update text

It was moved by Jim Newman; seconded by Patti Luna.

Approved Not Approved Tabled

17) Course Revision
Item 1718-149

MUS 157: Intermediate Musicianship II
Title TO: Musicianship IV
Units: FROM: 3.0 **TO:** 1.0
Hours: FROM: 54 Lec **TO:** 9 Lec/27 Lab
Advisory: ADD: READ 043 or
appropriate assessment
Corequisite: ADD: MUS 206
Description Change
Revise content and update text

Correction Needed: Textbook update or reason for 5+ years

It was moved by Scott Dixon; seconded by Jay Ribaya.

Approved Not Approved Tabled

18) Course Revision
Item 1718-150

MUS 181: Applied Music I
Title: TO: Applied Music
Units: FROM: 2.0 **TO:** .50
Hours: FROM: 27 Lecture/27 Lab

TO: 9 Lecture
Corequisite: ADD: MUS 220, MUS 216,
MUS 217 or MUS 234
Description Change
Revise content and update text

It was moved by Mike Hinze; seconded by Ted Preston.

Approved Not Approved Tabled

19) Course Revision
Item 1718-151

MUS 206: Music Theory IV
(Deleted from catalog 2006)
Units: 3.0
Hours: 54 Total Lecture
Advisory: READ 043 or appropriate
assessment
Prerequisite: MUS 105
Corequisite: MUS 157
Description Change
Revise content and update text

Correction Needed: #1 Entering Skill

It was moved by Mike Hinze; seconded by Ryan Bronkar.

Approved Not Approved Tabled

20) New Course
Item 1718-152

MUST 121: Electronic Music I
Units: 3.0
Hours: 36 Lecture/54 Lab
Advisory: READ 043 or appropriate
Assessment

Correction Needed: Add Entering Skills for Prereq MUST 101

It was moved by Alex Gardos; seconded by Ryan Bronkar.

Approved Not Approved Tabled

21) New Course
Item 1718-153

MUST 122: Electronic Music II
Units: 3.0
Hours: 36 Lecture/54 Lab
Advisory: READ 043 or appropriate
assessment
Prerequisite: MUST 121

Correction Needed: Add AS Degree to General Education page

and #1 Entering Skill

It was moved by Alex Gardos; seconded by Ryan Bronkar.

Approved Not Approved Tabled

22) New Course

Item 1718-154

MUST 123: Electronic Music III

Units: 3.0

Hours: 36 Lecture/54 Lab

Advisory: READ 043 or appropriate assessment

Prerequisite: MUST 122

Correction Needed: Add AS Degree to General Education page and #1 Entering Skill

It was moved by Alex Gardos; seconded by Ted Preston.

Approved Not Approved Tabled

23) Course Revision

Item 1718-155

PHTO 185: Introduction to Digital Photography

Description Change

Revise content and update text

Correction Needed: #1 Entering Skill – Textbook update or reason for 5+ years – Reduce Methods of Instruction?

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

Approved Not Approved Tabled

Jim Newman made a motion to “hold off” on the second read for Item 1718-155 until the Academic Senate officially approves the Units vs. Hours proposal; seconded by Ryan Bronkar.

Approved Not Approved Tabled

III. UNFINISHED BUSINESS:

IV. DISCUSSION ITEMS/ATTACHMENT:

Michelle Pilati made the following announcements in regards to CurricUNET procedure:

*Division Representatives: Please wait to approve courses until a minimum of two faculty members have approved. You may approve/request changes as a Discipline Faculty until the course is ready to move to the next level.

*Faculty: When originating a course, do not immediately approve the course as discipline faculty. If you do not approve the course, you can request changes of yourself if you identify that changes are needed after the course has launched. If you have launched the course and approved it, you will need to have someone else request changes if you wish to make further edits.

*Lecture/Lab Content: In the past, it may not have been required to break out Lecture/Lab Content. Please inform your faculty members to do so. This is now a requirement and necessary for courses to gain UC TCA/Articulation approval as well as helpful in determining Outside of Class Hours.

Michelle asked the committee for their opinion on Methods of Instruction and Methods of Evaluation. Since CurricUNET makes it easy to select a large number of items, should the number of items be limited? Or some guidance provided? Courses have been submitted with lists ranging from 2 to 32 items. The committee agreed that approximately five to eight should generally be sufficient. If, however, some courses truly require that a greater number of methods be specified – and used – then that would, of course, be permitted.