

Rio Hondo Community College District

**Curriculum Committee
Minutes**

Wednesday, February 11, 2015 Board Room (Amended 3/3/15)

Voting Members Present: Armando Ayala; Sharon Bell; **Brian Brutlag** Ryan Bronkar; Fran Cummings; Scott Dixon; Marius Dornean; Song Le Graham; Margaret Griffith; Gary Halverson; Mark Littrell; Judy Sevilla-Marzona; Juana Mora; Dorali Pichardo; Tracy Rickman; Mike Slavich

Voting Members Absent: Jannine Livingston; Patricia Luna; Moises Mata; Jim Newman; Ralph Velazquez; (ASB Representative)

Non-Voting Member Present: Rose Sanceda

Guests: Maribel de Leon; Irene Vu

I. MOTION:

Approval of the minutes for the meeting on December 3, 2014 and Electronic meeting on December 5, 2014

It was moved by Scott Dixon; seconded by Mike Slavich.

Approved Not Approved Tabled

II. ACTION ITEMS:

A) Approval of Consent Agenda:

It was moved by Mark Littrell; seconded by Tracy Rickman, and approved by the Committee to approve items **1415-261 through 1415-263** as a group:

- 1) **Non-Credit Course Change**
Item 1415-261 HS 030: Nursing Skills Lab
Prefix Change: TO: NHSL 030
- 2) **Non-Credit Course Change**
Item 1415-262 LEED 101: Green Building Basics & LEED
Prefix Change: TO: NGBD 101
- 3) **Non-Credit Course Change**
Item 1415-263 PHY 212: Physics for Scientists and Engineers II
Content updated for C-ID requirements

Approved Not Approved Tabled

B) Second Readings: No Items

C) First Readings:

**1) Course Revision
Item 1415-264**

**MGMT 160: Principles of Project Management
Advisory Change: TO:** ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 101
Revise content and update text.

It was moved by Scott Dixon; seconded by Mark Littrell.

Approved Not Approved Tabled

Content Review

MGMT 160: Principles of Project Management

It was moved by Scott Dixon; seconded by Brian Brutlag.

Approved Not Approved Tabled

Prereq/Coreq/Advisory

MGMT 160: Principles of Project Management

It was moved by Scott Dixon; seconded by Mike Slavich.

Approved Not Approved Tabled

III. UNFINISHED BUSINESS:

IV. DISCUSSION ITEMS/ATTACHMENTS

- The Curriculum Committee membership list was passed around for everyone to review and if necessary, make corrections.
- Song gave the committee an update on C-ID. Starting July 1, 2015 if submitting any changes to an AS-T/AA-T degree (adding new courses or course changes, whether they are minor or substantial), the Chancellor's Office will be checking that all courses within the degree that have a C-ID designation have been submitted by the college and have received full C-ID approval. New TMC templates for Biology and Music were available on February 1, 2015. She also informed the committee about the process of approval and the need for additional reviewers. She stated that we are currently at 113%.

- In regards to the procedure for deactivating courses that are no longer being offered, Fran stated that she has only received feedback from one person. She requested that the committee ask faculty again. Mike stated that all deans were given copies of their Division Matrix and reminded that we are trying to clean up the inventory and catalog.
- Fran reminded the committee that we are currently on yearly cycle; however, C-ID changes and minor revisions will be accepted. Substantial changes will not be accepted due to the extended wait time for approvals by the Chancellor's office. We currently have items waiting for approval that were submitted more than a year ago.
- Mike stated that he will be meeting with representatives from CurricuNet as well as Gary Van Voorhis and Heather Cook regarding the evaluation of this system. Committee members will be able to access courses on a trial basis and give feedback in order to fix any glitches before we go live.
- Mike informed everyone that 300-400 level courses will be developed in the future due to the new bachelor's degree we will be offering here at Rio Hondo. He is currently collaborating with the other community colleges that will be offering a bachelor's degree as well as with CSU faculty in regards to creating these courses.
- Rio Hondo's current policy for calculating units to hours is being challenged by the Arts & Cultural Programs division. Fran gave a short summation of how we do our calculations and why this has been past and present practice.

Margaret Griffith, who represents this division, asked the committee to reconsider the policy we currently use. She presented history, changes that she claims creates negative effects and the problems with changing to quarter units. She presented a motion that removes "Credit may be awarded in proportion to the number of hours of lecture, study or laboratory work in increments of less than one-half unit (55002.5).

A discussion followed with many questions and concerns, and comments regarding both sides of this issue. The main concerns are incremental units less than .5 and whether to round up or down. It was agreed that Fran will prepare a summary for all committee members and a vote will take place after all have had a chance to really comprehend what the pros and cons are about either changing the policy or leaving it as is.

V. ADJOURNMENT

The meeting adjourned at 12:35p.m.