

**Rio Hondo Community College District**

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**Curriculum Committee  
Minutes**

**Wednesday, April 29, 2015, Board Room**

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**Voting Members Present:** Armando Ayala; Sharon Bell; Brian Brutlag; Ryan Bronkar; Fran Cummings; Scott Dixon; Margaret Griffith; Gary Halverson; Song Le Graham; Mark Littrell; Jannine Livingston; Judy Sevilla-Marzona; Moises Mata; Juana Mora; Doralí Pichardo; Tracy Rickman; Mike Slavich; Ralph Velazquez

**Voting Members Absent:** Marius Dornean; Patricia Luna; Jim Newman; Sean Burton (ASB Representative)

**Non-Voting Member:** Rose Sanceda

**Guests:** David Dawson; Rebecca Green; Shin Liu; Rick Shield

**I. MOTION:**

Approval of the minutes for the meeting on March 25, 2015

It was moved by Mark Littrell; seconded by Mike Slavich.

Approved       Not Approved       Tabled

**II. ACTION ITEMS:**

**A) Approval of Consent Agenda:**

It was moved by Jannine Livingston; seconded by Brian Brutlag, and approved by the Committee to approve **item 1415-282:**

**1) Course Change  
Item 1415-282**

**VOCB 101: Vocabulary & Etymology**

**Advisory Change: TO: NONE**

**New Prerequisite:** ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment

Approved       Not Approved       Tabled

**B) Second Readings:**

It was moved by Mark Littrell; seconded by Brian Brutlag, and approved by the Committee to approve **items 1415-275, and 1415-279 through 1415-281** as a group:

- 1) **Course Revision**  
**Item 1415-275**                      **MATH 270: Differential Equations**  
Revise content and update text.
  
- 2) **Course Revision**  
**Item 1415-279**                      **TCED 060: Elementary Metallurgy**  
**Advisory Change: TO:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
Revise content and update text.
  
- 3) **Course Revision**  
**Item 1415-280**                      **TCED 090: Blueprint Reading for Manufacturing Drawings**  
**Hour Change: TO:** 36 Hours of Lecture  
**Advisory Change: TO:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
Revise content and update text.
  
- 4) **Degree Change**  
**Item 1415-281**                      **A.A. Dance**  
Required and elective course changes

Approved       Not Approved       Tabled

**C) First Readings:**

- 1) **New Course**  
**Item 1415-283**                      **ANTH 104: Introduction to Language and Culture**  
**Hours:** 54 Total Lecture  
**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate; MGMT 101  
**Degree Applicable; 3 Units**

It was moved by Mike Slavich; seconded by Jannine Livingston.

Approved       Not Approved       Tabled

**Content Review**

**ANTH 104: Introduction to Language and Culture**

It was moved by Mark Littrell; seconded by Mike Slavich.

Approved       Not Approved       Tabled

**Prereq/Coreq/Advisory**

**ANTH 104: Introduction to Language and Culture**

It was moved by Mark Littrell; seconded by Jannine Livingston.

Approved       Not Approved       Tabled

**2) Course Revision  
Item 1415-284**

**CIT 125: C++ Programming - Introduction**

**Title Change: TO:** Introduction to C++ Programming

**Hour Change: TO:** 90 Total  
(63 Lecture/27 Lab)

**Advisory Change: TO:** ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111  
Revise content and update text.

***Corrections Needed: On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.***

It was moved by Mark Littrell; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**Content Review**

**CIT 125: C++ Programming - Introduction**

It was moved by Mark Littrell; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

**Prereq/Coreq/Advisory**

**CIT 125: C++ Programming - Introduction**

***Correction Needed: Revise Entering Skills.***

It was moved by Mark Littrell; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

3) **Course Revision**  
**Item 1415-285**

**CIT 126: C++ Programming - Advanced**

**Title Change: TO:** Advanced C++ Programming

**Hour Change: TO:** 90 Total  
(63 Lecture/27 Lab)

**Advisory Change: TO:** ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111

Revise content and update text.

***Corrections Needed: On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.***

It was moved by Mark Littrell; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

**Content Review**

**CIT 126: C++ Programming - Advanced**

It was moved by Jannine Livingston; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

**Prereq/Coreq/Advisory**

**CIT 126: C++ Programming - Advanced**

***Correction Needed: Revise Entering Skills.***

It was moved by Sharon Bell; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

4) **Course Revision**  
**Item 1415-286**

**CIT 135: Introduction to Java Programming**

**Hour Change: TO:** 90 Total  
(63 Lecture/27 Lab)

**Advisory Change: TO:** ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111

Revise content and update text.

***Corrections Needed: On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.***

It was moved by Margaret Griffith; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

**Content Review**

**CIT 135: Introduction to Java Programming**

It was moved by Ryan Bronkar; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**Prereq/Coreq/Advisory**

**CIT 135: Introduction to Java Programming**

***Correction Needed: Revise Entering Skills.***

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

Approved       Not Approved       Table

**5) Course Revision**

**Item 1415-287**

**CIT 136: Advanced Java Programming**

**Hour Change: TO: 90 Total**

(63 Lecture/27 Lab)

**Advisory Change: TO: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111**

Revise content and update text.

***Corrections Needed: On Academic Level page, include Certificate of Achievement; correct title to include Computer Systems. Revise Methods of Evaluation.***

It was moved by Mark Littrell; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

**Content Review**

**CIT 136: Advanced Java Programming**

It was moved by Mark Littrell; seconded by Ryan Bronkar.

Approved       Not Approved       Tabled

**Prereq/Coreq/Advisory**

**CIT 136: Advanced Java Programming**

***Correction Needed: Revise Entering Skills.***

It was moved by Mark Littrell; seconded by Margaret Griffith.

Approved       Not Approved       Tabled

- 6) **Course Change**  
**Item 1415-288**      **LIT 110/LIT 110H: Postcolonial Literature/Honors**  
Delete from Curriculum

It was moved by Mark Littrell; seconded by Mike Slavich.

Approved       Not Approved       Tabled

- 7) **New Course**  
**Item 1415-289**      **MGMT 125: Managerial Computer Skills**  
**Hours:** 54 Total Lecture  
**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate; MGMT 101  
**Degree Applicable; 3 Units**

It was moved by Mark Littrell; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

- Content Review**  
**MGMT 125: Managerial Computer Skills**

***Correction Needed: Include Lab Content and Hours.***

It was moved by Mike Slavich; seconded by Margaret Griffith.

Approved       Not Approved       Tabled

- Prereq/Coreq/Advisory**  
**MGMT 125: Managerial Computer Skills**

***Correction Needed: Revise Entering Skills.***

It was moved by Mike Slavich; seconded by Mark Littrell.

Approved       Not Approved       Tabled

- 8) **Request to Offer a Course via Distance Education (Online/Hybrid)**  
**Item 1415-290**      **MGMT 108: Business Writing**

***Correction Needed: Revise Class Size.***

It was moved by Mark Littrell; seconded by Tracy Rickman.

Approved       Not Approved       Tabled

- 9) **Request to Offer a Course via Distance Education  
(Online/Hybrid)**  
**Item 1415-291      MGMT 125: Managerial Computer Skills**

***Correction Needed: Revise Class Size.***

It was moved by Mike Slavich; seconded by Mark Littrell.

Approved       Not Approved       Tabled

- 10) **Request to Offer a Course via Distance Education  
(Online/Hybrid)**  
**Item 1415-292      MGMT 208: Business Communications**

***Correction Needed: Revise Class Size.***

It was moved by Mark Littrell; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

- 11) **Degree Change**  
**Item 1415-293      **A.S. Degree – Animation****  
**Designation Change:**  
**FROM: A.S. Degree TO: A.A. Degree**  
**Unit Change: TO: 25-26 Units**  
**Course Changes**

It was moved by Margaret Griffith; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

- 12) **New Transfer Degree**  
**Item 1314-294      **A.A. Degree in Economics for Transfer****  
**(18 Units)**

***Corrections Needed: Revise wording for Elective courses.  
Revise units for CSU GE/IGETC Pattern.***

It was moved by Brian Brutlag; seconded by Mark Littrell.

Approved       Not Approved       Tabled

**III. UNFINISHED BUSINESS**

*(1<sup>st</sup> Reading 3/4/15)*

- 1) **Course Revision**  
**Item 1415-266**

**CIT 115: Introduction to Visual Basic Programming**

**Advisory Change: TO:** ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 111  
Revise content and update text.

Approved       Not Approved       Tabled

*(1<sup>st</sup> Reading 3/25/15)*

- 1) **Request to Offer a Course via Distance Education (Online/Hybrid)**

**Item 1415-272      LOG 101: Supply Chain Management**

***Correction Needed: Revise Class Size.***

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

Approved       Not Approved       Tabled

- 2) **Request to Offer a Course via Distance Education (Online)**

**Item 1415-273      MGMT 105: Elements of Supervision**

***Correction Needed: Revise Class Size.***

It was moved by Mark Littrell; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

- 3) **Request to Offer a Course via Distance Education (Online)**

**Item 1415-274      MGMT 130: Small Business Management-Entrepreneurship**

***Correction Needed: Revise Class Size.***

It was moved by Mark Littrell; seconded by Mike Slavich.

Approved       Not Approved       Tabled



- 4) **Course Revision**  
Item 1415-276 **MRKT 171: Consumer Behavior**  
 Revise content and update text.
- It was moved by Brian Brutlag; seconded by Tracy Rickman.
- Approved       Not Approved       Tabled
- Content Review**  
**MRKT 171: Consumer Behavior**
- It was moved by Mark Littrell; seconded by Ryan Bronkar.
- Approved       Not Approved       Tabled
- Prereq/Coreq/Advisory**  
**MRKT 171: Consumer Behavior**
- It was moved by Brian Brutlag; seconded by Mark Littrell.
- Approved       Not Approved       Tabled
- 5) **Course Revision**  
Item 1415-277 **MRKT 172: Advertising and Promotion**  
 Revise content and update text.
- It was moved by Mark Littrell; seconded by Ryan Bronkar.
- Approved       Not Approved       Tabled
- Content Review**  
**MRKT 172: Advertising and Promotion**
- It was moved by Mark Littrell; seconded by Tracy Rickman.
- Approved       Not Approved       Tabled
- Prereq/Coreq/Advisory**  
**MRKT 172: Advertising and Promotion**
- It was moved by Mark Littrell; seconded by Brian Brutlag.
- Approved       Not Approved       Tabled
- 6) **Course Revision**  
Item 1415-278 **MRKT 174: Small Business Marketing and Advertising**  
 Revise content and update text.

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

Approved       Not Approved       Tabled

**Content Review**

**MRKT 174: Small Business Marketing and Advertising**

It was moved by Mark Littrell; seconded by Brian Brutlag.

Approved       Not Approved       Tabled

**Prereq/Coreq/Advisory**

**MRKT 174: Small Business Marketing and Advertising**

It was moved by Brian Brutlag; seconded by Mark Littrell.

Approved       Not Approved       Tabled

**IV. DISCUSSION ITEMS/ATTACHMENTS**

Fran made the following recommendation: that the Committee consider course revisions for Distance Education delivery in order to make sure these courses are being taught as approved. She will discuss this issue with the deans and if approved by all, she will take this recommendation to Senate.

**V. ADJOURNMENT**

The meeting adjourned at 12:05p.m.