

**PASADENA CITY COLLEGE  
CURRICULUM AND INSTRUCTION COMMITTEE  
MINUTES OF MEETING  
THURSDAY, OCTOBER 29, 2020**

**CALLED TO ORDER:** 1:17 p.m.

**CO-CHAIRPERSONS:** John Hanley  
Sharon Bober

The following Curriculum and Instruction Committee members were present:

**FACULTY CHAIRPERSONS**

John Hanley  
Sharon Bober

**INSTRUCTIONAL UNITS**

Salvador Diaz, Business, Engineering & Technology  
Jeff Hupp, Counseling and Career Services  
Manuel Perea, English  
Sebrenia Law, Health Sciences  
Maria Pehlivanova, Languages  
Walter Butler, Library  
Linda Hintzman, Mathematics and Computer Science  
Erika Catanese, Natural Sciences  
Henry Shin, Performing & Communication Arts  
Bakhtawar Bhadha, Social Sciences  
Daisuke Yamaguchi, Visual Arts & Media Studies

**DIVISION DEANS**

Martha House  
Isela Ocegueda  
Lynora Rogacs

*In accordance with the Ralph M. Brown Act and SB 751, the minutes of the Curriculum and Instruction Committee of Pasadena City College record the votes of all committee members as follows: (1) Members not present are presumed not to have voted; (2) the names of members of minority or abstaining votes are recorded; (3) all other members are presumed to have voted in the majority.*

## **MEMBERS EX-OFFICIO**

Sharis Amirian, Articulation Officer  
Armando Duran, Dean, Counseling &  
Student Success Services  
Karol Lu, Senator, Classified Senate

## **RESOURCE EXPERTS**

Matt Henes, President, Academic Senate

## **VISITORS**

Joseph Futtner  
Mary Wahl  
Mariella Baldo  
Melissa Anderson  
Silvia Toscano  
MaryLynn Aguirre  
Tanysha Laney  
Micah Young  
Susie Ling  
Catherine Lamar  
Jeff Archibald  
Christopher West

### **I. WELCOME**

Self-introductions were made.

### **II. PUBLIC COMMENT**

None.

### **III. APPROVAL OF MINUTES**

Meeting Minutes for October 22, 2020.

**ON MOTION** by Linda Hintzman and seconded by Manuel Perea, the committee unanimously approved the minutes from meeting 9.

### **IV. COMMITTEE DISCUSSION**

**ON MOTION** by Jeff Hupp and seconded by Manuel Perea, the committee unanimously approved the modification of DT 118.

**ON MOTION** by Maria Pehlivanova and seconded by Jeff Hupp, the committee unanimously approved the prerequisite modification of DT 118.

**ON MOTION** by Jeff Hupp and seconded by Lynora Rogacs, the committee unanimously approved the addition of Distance Education to DT 118.

**ON MOTION** by Sebrenia Law and seconded by Erika Catanese, the committee unanimously approved the deletions of NURS 200, NURS 214, and NURS 215.

**ON MOTION** by Sebrenia Law and seconded by Bakhtawar Bhadha, the committee unanimously approved the modification of BUSN 7508.

**ON MOTION** by Sebrenia Law and seconded by Linda Hintzman, the committee unanimously approved the addition of Distance Education to BUSN 7508.

The committee reviewed and discussed the following:

Area F in CSU GE

Manuel Perea and Bahktawar Bhadha were tasked to work with Elizabeth Wood on the creation of new Ethnic Studies courses.

TDEA follow-up

Update to Local Degrees

Call to Action – AJ Curriculum Updates

Technical Review

## **V. ANNOUNCEMENTS**

None

## **VI. ADJOURNMENT**

**BY UNANIMOUS CONSENT**, the committee approved to adjourn the meeting at 3:52 p.m.

## **ADDENDUM**

### **BUSINESS AND COMPUTER TECHNOLOGY**

#### **MODIFICATION – title, catalog description, SLOs, SPOs, CCOs, prerequisite/recommended preparation, text, Distance Education addition – Effective Summer 2021**

##### **DT 118 3-DIMENSIONAL BUILDING DESIGN & REPRESENTATION**

**3 units**

**Recommended Preparation:** DT 017.

Three-dimensional computer-aided modeling and prototyping, with a focus on Building Design & Systems Analysis within the Architectural/ Engineering/ Construction industry. Includes 3-D modeling, animation, material application, light studies and rendering. Production of technical architectural graphics and prototypes from 3-D models. Design centric projects with emphasis on problem solving, critical thinking, collaboration and communication across multiple industries, softwares and prototyping technologies. Career development includes presentation skills and portfolio development. Total of 36hours lecture and 72 hours laboratory.

**Grade Mode:** L, A

**Rationale:** Modified course name to more appropriately work with the two other courses in this program. DT017 is "Building Construction Technical Graphics", and DT114 is "Building Information Modeling (BIM)", and so we would like to change DT 118 from A/E/C Modeling to "3-Dimensional Building Design and Representation." This is a more descriptive name and also follows "building" across the three courses. Updated SLOs & SPOs. Updated course description. Updated course content outline. Updated books. Checked -- online, hybrid, Distance Education option (submitting Form D). Supplemental Form B (required vs. recommended preparation of DT017). Modifying DT017 from prerequisite to recommended: We would like to add it as "recommended preparation." Students will be taught the basic skills in this class needed to successfully pass this course. They are adapting to new software methods which change the way building design is represented and related building codes and standards will be taught when working with software and design projects. The software utilized in this course works very differently than traditional design using Autocad which is used in the DT017 course.

### **HEALTH SCIENCE**

#### **DELETION – Effective Summer 2021**

##### **NURS 200 NURSING LABORATORY**

**1 unit**

**Rationale:** The RN Program wants to archive NURS 200 Nursing Laboratory. NURS 200 hasn't been taught in the last ten years. NURS 200 has been replaced with the updated and current NURS201.

#### **DELETION – Effective Summer 2021**

##### **NURS 214 BASIC CARDIAC LIFE SUPPORT**

**½ unit**

**Rationale:** The RN Program wants to archive NURS 214 Basic Cardiac Life Support. NURS 214 hasn't been taught in the last ten years. Students are referred to the American Heart Association. If PCC wants to offer the American Heart Association Basic Cardiac Life Support certification and has a qualified American Health Association instructor, the course should be offered as HLSC instead of NURS course.

**DELETION – Effective Summer 2021**

**NURS 215 ADVANCED CARDIAC LIFE SUPPORT**

**½ unit**

**Rationale:** The RN Program wants to archive NURS 215 Advanced Cardiac Life Support. NURS 215 hasn't been taught in the last ten years. If PCC wants to offer the American Heart Association Advanced Cardiac Life Support certification and has a qualified American Health Association instructor, the course should be offered as HLSC instead of NURS course.

**NONCREDIT**

**MODIFICATION – Distance Education addition – Effective Summer 2021**

**BUSN 7508 QUICKBOOKS ESSENTIALS**

Inputting customer and vendor information, creating invoices and purchase orders, writing checks, processing business transactions, and generating reports in QuickBooks. Reinforces learning the vocabulary used in bookkeeping and QuickBooks. Total hours 9 to 36 hours lecture.

Grade Mode: P, N

**Rationale:** Adding form D only.