

# District Curriculum Committee

## Minutes

May 19, 2016 3:30 p.m.  
CAADO Conference Room 209

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 3:45 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley; Toni Van Buhler

Guests: Steven Schmidt, Tech Review Chair

Kevin Fleming, Dean of Instruction, CTE, Norco College

- I. Approval of the Agenda/MSB/Burchett/Quin MSB/Quin/Burchett
- II. Approval of the Minutes as amended (May 19, 2016) MSB/Burchett/Quin/Motion passed
- III. Open Hearing
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – Long discussion on PSY-48, PSY and MAT faculty came, will vote next week. Had a discussion about residency but did not vote.
    - ii. Norco/District – Discussion about having whether this falls under interdisciplinary prerequisites and should follow AP4260. Will email Mark Sellick to determine who should be appointed to the committee. PSY faculty came to discuss. Will vote at next meeting. Additional degree requirement change was voted on and approved at both curriculum committee and Senate.
    - iii. Riverside – Additional degree requirements went to curriculum committee and was approved but went to College Senate as discussion. Have not voted yet. A lot of pressure is being applied to implement these changes as soon as possible. However, they have not been approved by Senate. Did not discuss lowering the units for residency. However, discussed the current catalog wording.
- V. OLD BUSINESS
  - a. Additional Degree Requirements – RCC senate will need to vote
  - b. Units in Residence - R. Mahon will prepare the catalog language to clarify the 15-unit requirement at one college or district-wide.
  - c. General Education Workgroup – Will continue next year
  - d. Health Science 1 Double-Count –

VI. NEW BUSINESS

- a. Request to have Tech Review and District Curriculum Committee meeting on Tuesdays. Will determine exact dates at next meeting.
- b. Math Competency- Wording changed  
 “Students must demonstrate minimum proficiency in mathematics by the successful completion of a Riverside Community College District mathematics course with “C” or higher, selected from Math 1-36 (excluding MAT-32), or MAT-53 or the equivalent [CLEP, AP/IB exams, Credit by Exam, other pathways such as Completion Counts, and courses from other colleges/universities.]”  
 Send to Curriculum Committees and then to Senates as information items.

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses:</b>			
This course is required for the Psychology AA-T and recommended for Sociology AA-T and is designed to align with the CID descriptor SOC-125:			
PSY-48	Statistics for the Behavioral Sciences	MNR	<b>Postponed to next meeting</b>
SOC-48	Statistics for the Behavioral Sciences	MNR	<b>Postponed to next meeting</b>
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
ACC-61	Cost Accounting	NR	Hybrid and Online
ACC-66	Non-Profit and Governmental Accounting	NR	Hybrid (already approved for Online)
<b>5. Major Course Modifications:</b>			
The following courses are being modified to update the SLO’s, MOI, sample assignments and course materials:			
ACC-61	Cost-Accounting	NR	
ACC-66	Non-Profit and Governmental Accounting	NR	<b>Postponed to next meeting</b>
The following course is being modified to update the course description, SLO’s, course content, MOI, MOE, sample assignments and course materials:			
ADJ-15	Narcotics	MR	
The following course is being modified to update the SLO’s, course content, MOI, MOE, sample assignments and course materials:			
GUI-48A	College Success Strategies-Study Skills	MR	
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses:</b>			
The following course will be offered to allow EMTs to maintain their certification:			
EMS-40	Emergency Medical Technician Continuing Education	M	
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
ADJ-6	Patrol Procedures	M	
ADJ-21	Control and Supervision in Corrections	M	
ADJ-22	Legal Aspects of Corrections	M	
CIS-95A	Introduction to the Internet	M	
MUS-6	Music Theory III	N	
MUS-41	Chamber Singers	N	
MUS-79	Applied Music II	N	
<b>4. Distance Education:</b>			
BUS-15	Street Law: An Introduction to Law and Legal Issues	R	Hybrid
<b>5. Major Course Modifications:</b>			
ADJ-P4A	PC 832 Arrest, Search and Seizure	M	
NRN-6	Nursing Learning Laboratory	R	
NRN-7	Nursing Learning Laboratory	R	
NRN-8	Nursing Learning Laboratory	R	
NXN-78	Pharmacology In Clinical Nursing Practice	R	
NXN-84	Preparing for Success in Nursing School	R	
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
Communication Studies for Transfer			R
Theatre for Transfer			R
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

Adjourned 5:00pm

# District Curriculum Committee

## Minutes

May 5, 2016 3:30 p.m.

CAADO Conference Room 209

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 3:45 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas/absent

Administrative Support: Naomi Foley; Lorena Franco

Guests: Steven Schmidt, Tech Review Chair

Terrie Hawthorne, Visiting Assistant Professor, Counseling, Moreno Valley College via phone

- I. Approval of the Agenda/MS/Quin MSC/Quin/Burchett
- II. Approval of the Minutes as amended (April 21, 2016) MSC/Burchett/Quin/Motion passed
- III. Open Hearing
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – MVC elected Ann Pfeifle as the incoming curriculum chair.
    - ii. Norco/District – Discussion on additional degree requirements being moved into Plan A, Kinesiology faculty attended their meeting and will vote at the next meeting. PSY/SOC-48 was postponed. Sociology faculty will attend next meeting to give their input. Regarding the SLOs and objectives, Norco committee feels there should be two separate fields as courses come through program review, disciplines will have to fill those fields. Nothing new at District.
    - iii. Riverside – After multiple delays and discussion on the counseling proposal, the committee voted resulting in a split decision. A second motion was immediately proposed where it is explicitly stated health science and kinesiology would remain a requirement of the RCCD GE pattern. A motion passed to recommend changes to the catalog language to a minimum of 27 units versus 22 units be sent to DCC. They would like counseling to track the degrees awarded, enrollment impact. R. Mahon to prepare new language for the additional degree requirements.
- V. OLD BUSINESS

- a. Additional Degree Requirements - Can be removed from the agenda, proposal language needs to be finalized and will be voted on at the next meeting.
- b. Units in Residence - R. Mahon will prepare the catalog language to clarify the 15-unit requirement at one college or district-wide.
- c. General Education Workgroup – Will meet May 13, 2016 where Music will present a model.
- d. Health Science 1 Double-Count – Norco/MVC committee’s felt that should be double-counted, Riverside did not discuss the issue.

VI. NEW BUSINESS

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
The following course will enhance the current honors offerings:			
ANT-2H	Honors Cultural Anthropology	MNR	
<b>Motion- to approve ANT-2H/MSC/Quin/Burchett/Unanimous</b>			
This course is required for the Psychology AA-T and recommended for Sociology AA-T and is designed to align with the CID descriptor SOC-125:			
PSY-48	Statistics for the Behavioral Sciences	MNR	<b>Riverside – postponed until May 10 meeting</b>
SOC-48	Statistics for the Behavioral Sciences	MNR	<b>Riverside – postponed until May 10 meeting</b>
<b>These course remain on hold until they have been approved at Riverside/Norco CC</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
ACC-61	Cost Accounting	NR	Hybrid and Online. RCC Only <b>Motion failed in Riverside</b>
ACC-66	Non-Profit and Governmental Accounting	NR	Hybrid (already approved for Online)
<b>These courses remain on hold until they have been approved at Riverside/Norco CC</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to change the title from “Experimental Drawing”, to update course description, SLO’s course content, MOI, MOE, sample assignments and course materials:			
ADJ-12	Introduction to Criminalistics	MR	
<b>Motion – to approve ADJ-12/MSC/Quin/Burchett/Unanimous</b>			
The following course is being modified to change the hours from 17 lecture hours and 32 laboratory hours to 54 laboratory hours, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
MUS-37	Class Guitar	MNR	
<b>Motion – to approve MUS-37/MSC/Quin/Burchett/Unanimous</b>			
The following courses are being modified to update the SLO’s, course content and course materials:			
PSY-2	Biological Psychology	MNR	

Course	Title	Location	Comment
<b>Motion – to approve PSY-2/MSC/Quin/Burchett/Unanimous</b>			
PSY-35	Abnormal Psychology	MNR	
<b>Motion – to approve PSY-35/MSC/Quin/Burchett/Unanimous</b>			

VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
BUS-15	Street Law: An Introduction to Law and Legal Issues	R	Hybrid. <b>Motion failed due to DE proposal concerns.</b>
<b>5. Major Course Modifications: None</b>			
<b>6. Course Exclusions:</b>			
The following courses have never been offered at Norco College and there are no plans to offer them in the future:			
REA-2	Rapid Reading	N	
REA-3	Reading for Academic Success	N	
The following course has never been offered at Norco College and there is presently no lab on campus:			
REA-887	Reading Clinic	N	
<b>7. Course Deletions:</b>			
This course is outdated (technology change) and the discipline does not intend to offer it in the future:			
ADJ-A43A	Basic Computer Aided Collision Diagramming Using AutoSketch	M	
These courses have been contracted out by the Sheriff Dept. and there are no plans to offer it in the future:			
ADJ-A6A	Interview and Interrogation Course	M	
ADJ-A6B	Advanced Interview and Interrogation Course	M	
The following course has not been offered and there are no plans to offer it in the future:			
FIT-C2B	Command 2B, Management of Major Hazardous Materials Incidents	M	
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

Adjourned 5:00pm

# District Curriculum Committee

## Minutes

April 21, 2016 3:30 p.m.

CAADO Conference Room 209

Chair Presiding: Brian Johnson, District Curriculum Committee Chair

Meeting Called to Order: 4:05 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas/absent

Administrative Support: Naomi Foley; Lorena Franco

Guests: Steven Schmidt, Tech Review Chair

- I. Approval of the Agenda/MSQ/Quin/Burchett add under “New Business, item a. “Double-Count HES-1 ”
- II. Approval of the Minutes as amended (April 7, 2016) MSQ/Quin/Burchett/Motion Passed
- III. Open Hearing
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – No update, next meeting 4/26/16.
    - ii. Norco/District – No update, next meeting 4/26/16.
    - iii. Riverside – No update, next meeting 4/26/16.
- V. OLD BUSINESS
  - a. Additional Degree Requirements – Riverside and Norco will have a discussion at the next college curriculum meeting, April 26, 2016, and vote on it at the May 10, 2016 meeting. Moreno Valley College has already approved the proposal and sent over to the senate.
  - b. Extra Institutional Learning Credit – Rex Beck does not want to proceed with this issue, can be removed from the agenda. Peggy Campo is still exploring the possibility of granting credit.
  - c. Units in Residence – Riverside has discussed rewriting the entire section to be unambiguous because the wording is very vague, the proposal would be college specific. Greg will check with his committee to see if they will be bring forward a proposal.
  - d. General Education Workgroup – Scheduled to meet on 5/13/16 at MVC.
- VI. NEW BUSINESS
  - a. Health Science 1 Double-Count

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
ACC-61	Cost Accounting	NR	<b>Pulled from Riverside agenda</b>
ACC-66	Non-Profit and Governmental Accounting	NR	<b>Pulled from Norco and Riverside agendas</b>
<b>These courses will remain on hold until they have been approved at Riverside/Norco CC</b>			
<b>5. Major Course Modifications: None</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions:</b>			
<b>4. Distance Education:</b>			
<b>5. Major Course Modifications:</b>			
<b>6. Course Exclusions:</b>			
<b>7. Course Deletions:</b>			
<b>8. New State Approved Certificates/Degrees:</b>			
	Kinesiology for Transfer If approved by the Senate		N
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
<b>11. Deletion of Certificate/Degrees:</b>			
<b>12. Modification to Discipline Name</b>			

Adjourned: 4:33 p.m.



# District Curriculum Committee

## Minutes

April 7, 2016 3:30 p.m.  
CAADO Conference Room 209

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 3:30 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas/absent

Administrative Support: Naomi Foley; Lorena Franco

Guests: Dr. Carol Farrar, Dean of Instruction, Norco College  
Steven Schmidt, Tech Review Chair

- I. Approval of the Agenda/MSC/Burchett/Johnson add under “New Business, item a. “General Ed. Workgroup”
- II. Approval of the Minutes as amended (March 17, 2016) MSC/ Burchett/Johnson/Motion Passed
- III. Open Hearing
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – Next college meeting will be held at the Ben Clark Training Center for a picnic meeting which will also identify any potential Curriculum Chair candidates as Chair Quin’s three year term is coming to an end.
    - ii. Norco/District – Discussed the idea of adding the course objectives back into the course outline of record which would address the issues they have with C-ID. Kelly Douglass has come up with a presentation that shows a mockup which would include both student learning outcomes/course objectives on the COR. CIO- Curriculum Conference stated that Title 5 addresses objectives, while ACCJC addresses outcomes.
    - iii. Riverside – Discussed the changes to the associate degree and removal of the additional requirements.
- V. OLD BUSINESS
  - a. General Ed. Workgroup – Met a couple of weeks ago, the group is getting mixed up with assessment. Brian’s goal is to get the wording “any course” fixed by

going to disciplines with modification forms and to inform them they need to identify which courses are actually GE in order to make the corrections as a quick as possible. Carolyn stated that Peggy Campo communicated to her that the Curriculum Committee should undertake the task and identify the courses for GE. Carolyn stated that the process has always been to start with discipline faculty and that the curriculum committee never has been in the business of telling faculty what could and could not be a general education course. Each department needs to look at their courses in the GE requirements and review whether it fits the criteria. Carolyn has created lists that have been posted on Blackboard and also include AOE/GE/ADR forms. Carolyn and Steven came up with a model for the music department which identifies music courses that are clearly specific to a degree and therefore need to be excluded from GE and they will take the initiative to exclude. They shall identify where other courses fall with regard to ADR. Next meeting is on May 13 where they will share the music examples. There are 201 courses in the catalog that are listed as GE courses based on a list generated by Toni Van Buhler. Explain the process at the curriculum meetings and the alignment with the GE outcomes.

- b. Extra Institutional Learning Credit – No discussion
- c. Additional Degree Requirements - Brian has invited kinesiology faculty to attend their next meeting for their input and concerns. Carolyn will go back to her committee and share her updated perspective of the proposal. Kinesiology at Norco has expressed that they feel their courses are viewed by many as less important or secondary.
- d. Curriculum Process Taskforce – Brian attended the District Senate meeting and he advised them it is very difficult to streamline the committee component to make the process any faster. Reducing the hold time could cause faculty complaints on having ample time to review. Delays occur when faculty are asked to correct issues and they don't respond in a timely manner or the discipline coordinator doesn't sign off on proposals within the allotted time period.
- e. Units in Residence – No decision has been made. It was brought up at Riverside and the counselors are going to draft a proposal with language to clarify the residency requirement in the catalog versus the current practice. Norco is considering changing the requirement down to 12 units to be completed at a specific college.
- f. Honors Contract Courses – Decision has been made that they will not be accepted. No further discussion needed.

## VI. NEW BUSINESS – N/A

## VII. APPROVALS

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
This course offers students an accelerated pathway to meeting the reading competency requirement:			
REA-90	Accelerated College Reading	MR	<b>Norco decided not to adopt this course</b>
<b>Motion – to approve REA-90/MSC/Quin/Burchett/Unanimous</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
ACC-61	Cost Accounting	NR	<b>Pulled from Riverside agenda</b>
ACC-66	Non-Profit and Governmental Accounting	NR	<b>Pulled from Norco and Riverside agendas</b>
<b>These courses have been put on hold</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to change the title from “Experimental Drawing”, to update course description, SLO’s course content, MOI, MOE, sample assignments and course materials:			
ADJ-12	Introduction to Criminalistics	MR	
<b>Motion – to approve ADJ-12 MSC/Burchett/Quin/Unanimous</b>			
The following courses are being modified to change the title from “Experimental Drawing,” to update course description, SLO’s, course content, MOI, MOE, sample assignments and course materials:			
ART-19	Experimental Methods and Materials	NR	
<b>Motion – to approve ART-19/MSC/Burchett/Johnson/Unanimous</b>			
The following course is being modified to change the title from “Design and Color”, to update course description, SLO’s, course content, MOI, MOE, sample assignments and course materials:			
ART-23	Color Theory and Design	MNR	
<b>Motion – to approve ART-23/MSC/Quin/Burchett/Johnson/Unanimous</b>			
The following course is being modified to update the course description, SLO’s, course content, MOI, MOE, sample assignments and course materials:			
RLE-80	Real Estate Principles	MNR	
<b>Motion – to approve RLE-80/MSC/Quin/Burchett/Johnson/Unanimous</b>			
The following course is being modified to update the links to the GESLO’s and course materials:			
SOC-1H	Honors Introduction to Sociology	NR	
<b>Motion – to approve SOC-1H/MSC/Burchett/Johnson/Unanimous</b>			
The following course is being modified to update the links to the GESLO’s, course content, MOI, MOE, and course materials:			
SOC-15	Women in American Society	NR	
<b>Motion – to approve SOC-15/MSC/Burchett/Johnson/Unanimous</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

### VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions:</b>			
The following courses will expand the course offerings for the MVC Administration of Justice program:			
ADJ-8	Juvenile Law and Procedures	M	
ADJ-12	Introduction to Criminalistics	M	
ADJ-20	Introduction to Corrections	M	
<b>4. Distance Education:</b>			
COM-20	Introduction to Communication Theory	N	
MAG-73	Quality Inspection and Test	R	Hybrid and Online
MAG-74	Statistical Process Control	R	Hybrid and Online
MAG-75	Quality Auditing	R	Hybrid and Online
MAG-77	Problem Solving and Improvement	R	Hybrid and Online
<b>5. Major Course Modifications:</b>			
The following course is being modified to change the units from 2 to 3 and to change lecture hours from 36 to 54:			
BUS-14	Social Media and Online Marketing for Entrepreneurs	R	
The following course is being modified to correct the units from 1 to 1.5, update SLO's, sample assignments, course materials and course content:			
FIT-S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	M	
The following course is being modified to change the laboratory hours from 12 to 8 hours, to update the course description and SLOs:			
FIT-E3D	Emergency Medical Technician Continuing Education	M	<b>Mod. has been pulled, will be deleted; course will become a new course in the EMS discipline</b>
The following course is being modified to update the corequisite, course description and entry skills:			
FTV-51A	Film, Television and Video Laboratory I	R	
The following course is being modified to change the title from "ICD-9 Coding/Ambulatory" and to update the course description, course content, SLO's, MOI, sample assignments and course materials:			
MDA-63	Diagnostic Coding/Ambulatory	M	
The following course is being modified to change the title from "ICD-9 Coding/Hospital", to change the prerequisite wording and to update the course content, SLO's, MOI, sample assignments and course materials:			
MDA-64	Diagnostic Coding/Hospital	M	
The following courses are being modified to update the SLO's, course content, MOI, MOE, sample assignments and course materials:			
MUS-8A	Music Technology I	R	
MUS-8B	Music Technology II	R	

Course	Title	Location	Comment
The following courses are being modified to update the SLO's, course content, MOI, MOE, sample assignments and course materials:			
MUS-9	MIDI/Digital Audio Composition and FILM Scoring	R	
MUS-10	MIDI/Digital Audio Music Production	R	
<b>6. Course Exclusions:</b>			
This course has not been offered in many years and there are no plans to offer them in the future:			
CHE-2B	Introductory Chemistry, II	N	<b>Denied at Norco CC on 3/22 Norco decided to keep this course in its inventory</b>
These courses have either never been offered or have not been offered in many years and there are no plans to offer them in the future:			
ENG-8	Introduction to Mythology	M	
ENG-60A1	English Fundamentals: Sentence Structure	M	
ENG-60A2	English Fundamentals: Grammar and Usage	M	
ENG-60A3	English Fundamentals: Mechanics and Spelling	M	
ENG-60A4	English Fundamentals: Paragraph Construction	M	
The following course has never been offered at MVC:			
PHO-12	Photojournalism	M	
<b>7. Course Deletions:</b>			
The following courses have not been offered in years or have never been offered:			
ADJ-A33A	Public Safety Seminar	M	
ADJ-A33B	Public Safety Seminar	M	
ADJ-A33C	Public Safety Seminar	M	
ADJ-A33E	Public Safety Seminar	M	
ADJ-A36A	Inland Boating Enforcement	M	
ADJ-A37A	Latent Fingerprint Retrieval	M	
ADJ-A45A	Digital Photography for Law Enforcement	M	
ADJ-A50A	Rave and Rave Drugs	M	
ADJ-A57A	Casino-Related Crime Investigation	M	
ADJ-C3B	Advanced Corrections Perishable Skills Training	M	
ADJ-C3C	Advanced Corrections Training	M	
ADJ-C4A	Advanced Corrections Training for Supervisors	M	
ADJ-C5A	Basic Writing Skills for Corrections	M	
ADJ-C6A	Corrections Training Officer	M	
ADJ-C7A	Writing Skills for Correctional Deputy (Advanced)	M	
ADJ-C12A	First Aid/CPR Instructor Course	M	
ADJ-C13A	Stun-Tech R.E.A.C.T. Belt Training	M	
ADJ-C18A	Basic Inmate Classification	M	

Course	Title	Location	Comment
ADJ-C19	Corrections Mental Health	M	
ADJ-C20A	Leadership Enhancement	M	
ADJ-C21A	Corrections Training Officer Update	M	
ADJ-C38	Advanced Corrections Perishable Skills Training	M	
ADJ-R5A	Straight Stick Baton Update for Reserves	M	
ADJ-R6A	Oleoresin Capsicum for Reserves	M	
ADJ-T5A	Techniques of Accident Investigation Training	M	
ADJ-T15A	Cardiopulmonary Resuscitation Refresher Course	M	
ADJ-T17A	Communications Supervisors Training	M	
ADJ-T18A	Spanish Lang for Public Safety Officers	M	
ADJ-T26A	Civil Disturbance Training (CHP)	M	
ADJ-T31A	Motor Vehicle Inspections- Basic	M	
ADJ-T35A	Speed Determination/Crush Analysis	M	
ADJ-T36A	Reconstruction of Automobile Collisions- Involving Pedestrians, or Bikes	M	
ADJ-T42A	Safety Services Program Update	M	
ADJ-T44A	Workplace Violence Prevention Instructor Training	M	
ADJ-T46A	EEO Counselor/Investigator Recertification	M	
ADJ-T47A	Enhanced Officer Safety Training	M	
ADJ-T53A	Preliminary Alcohol Screening PAS Device Coordinator	M	
ADJ-T61A	Communications Training Specialist	M	
ADJ-T65A	National Highway Traffic Safety Administration NHTSA C Standardized Child Safety Training	M	
ADJ-T70A	CHP-Explorer Academy Level III	M	
ADJ-T72A	Radioactive Materials Response and Enforcement Training	M	
ADJ-T73A	General Hazardous Materials Inspection and Compliance Training Course	M	
ADJ-T75A	SMPV Commercial Enforcement Training	M	
ADJ-W3A	Domestic Terrorism, Threats, Sabotage	M	
ADJ-Y1B	Explorer Academy-Advanced	M	
ADJ-Y5A	Public Safety High School Internship Academy Part 1	M	
ADJ-Y5B	Public Safety High School Internship Academy Part 2	M	
CIS-43	Survey of Media Art for Game Design/Animation	N	
GAM-45	Materials and Lighting	N	
<b>8. New State Approved Certificates/Degrees:</b>			

Course	Title	Location	Comment
	Kinesiology for Transfer If approved by the Senate		N
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
	Audio Production		N
	Computerized Numerical Control Programming		N
	Drafting Technology		N
	Industrial Automation (revision)		N
	Performance		N
	Relational Database Management Technology		N
	Supply Chain Technology		R
<b>11. Deletion of Certificate/Degrees:</b>			
	Business Administration: Marketing Concentration		N
	Game Art Core		N
	Game Art: 3D Animation		N
<b>12. Modification to Discipline Name</b>			

**Adjourned: 5:00 p.m.**

# District Curriculum Committee

## Minutes

March 17, 2016 3:30 p.m.  
CAADO Conference Room 209

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 3:30 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair – Not Present

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley; Lorena Franco

Guests: Kevin Fleming

- I. Approval of the Agenda/MSB/Burchett/Johnson
- II. Approval of the Minutes as amended (March 3, 2016) MSB/ Burchett/Johnson /Motion Passed
- III. Open Hearing
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – No Report.
    - ii. Norco/District – Discussed the 15-unit residency requirement within the district and the verbiage in the catalog which states the residency is to be completed at one of the colleges; should the language be changed in the catalog? Norco CTE faculty would like to change to residency requirements to 12-units instead of 50% of program; Norco Curriculum Committee recommended lowering the 15-unit requirement to 12 units. Mary Legner from the math discipline contacted Brian regarding MAT-53 being added to the catalog as meeting the math competency requirement.  
District – Academic Senate wanted to know about who convened the GE workgroup; convened at the request of assessment? Discussion on streamlining the curriculum process. Extra Institutional Credit, Rex Beck sent proposal to Nicholas Franco.
    - iii. Riverside – Held off on voting on the additional degree requirements; kinesiology has not met to officially discuss their concerns and the interpretation of what it means. Counseling is strongly pushing it forward.



V. OLD BUSINESS

a. Extra Institutional Learning Credit

Norco wants to approve the proposal for their college although credit granted would not be transferable to another college. Norco curriculum has approved the proposal. The process will be in the evaluator’s hands through an appeal process. District Senate made recommendations which were relayed to Rex Beck who is working with Nicholas Franco to define the proposal.

b. Additional Degree Requirements

c. Curriculum Process Taskforce

VI. NEW BUSINESS

a. Units in Residence

b. Contract Course in Honors

VII. Approvals

Norco College Catalog Language for Apprenticeship programs (see attachment)

Course	Title	Location	Comment
<b>1. New Courses:</b>			
These courses are being leveled to give students the opportunity to enhance their learning:			
KIN-A77A	Jogging for Fitness, Beginning	NR	
KIN-A77B	Jogging for Fitness, Intermediate	NR	
KIN-A77C	Jogging for Fitness, Advanced	NR	
<b>Motion – to approve KIN-A77A, A77B, A77C MSC/Burchett/Johnson/Unanimous</b>			
<b>2. New Stand Alone Courses:</b>			
This course is needed to assist our students in transfer and provide additional laboratory choices in the life sciences for non-biology majors. They are required to have this lab if they use ANT-1 to fulfill their Life/Biological Sciences and usually have to make it up at their transfer college:			
ANT-1L	Physical Anthropology Laboratory	MNR	
<b>Motion – to approve ANT-1L MSC/Burchett/Johnson/Unanimous</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
ACC-61	Cost Accounting	NR	Hybrid and Online
ACC-66	Non-Profit and Governmental Accounting	NR	Hybrid (already approved for Online)
<b>ACC-61 and ACC-66 pulled from Riverside and Norco 3/22/16 CC agendas</b>			
<b>5. Major Course Modifications: None</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			

Course	Title	Location	Comment
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

### VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses:</b>			
These courses will replace MIS-10 by creating two leveled courses in the new MIS discipline:			
MIS-10A	Norco Choir I	N	
MIS-10B	Norco Choir II	N	
These courses will replace MIS-11 by creating two leveled courses in the new MIS discipline:			
MIS-11A	Studio Arts Ensemble I	N	
MIS-11B	Studio Arts Ensemble II	N	
<b>2. New Stand Alone Courses:</b>			
This course will be an elective in the Film Production emphasis of the FTV Certificate and Associate Degree pattern:			
FTV-79	Introduction to Special Effects Make-Up for Film, Television and Video	R	
This course will fulfill an industry need for basic machine shop practices using manual machine tools:			
MAN-38	General Machine Shop	N	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to remove the prerequisite, update the SLOs, and course materials to be C-ID compliant:			
FTV-38A	Beginning Film, Television and Video Production Project	R	
The following course is being modified to remove the prerequisite, update the SLOs, and course materials to be C-ID compliant:			
FTV-42	Writing for Broadcast Television	R	Cross listed with CIS-59
The following course is being modified to add the corequisite "FTV-51A", update the SLOs, and course materials to be C-ID compliant:			
FTV-44A	Beginning Television Production	R	
The following course is being modified to update the SLOs, and course materials to be C-ID compliant:			
FTV-48	Short Film Production	R	
The following course is being modified to update the SLOs, and course materials to be C-ID compliant:			
FTV-71A	Beginning Sound Engineering for Audio in Media	R	
<b>6. Course Exclusions:</b>			
This course is no longer being offered and is no longer a part of any certificate:			
CIS-38C	Simulation and Gaming/3D Dynamics and Rendering for Real-time Interactive Simulations	N	
These courses have either never been offered or have not been offered in many years and there are no plans to offer them in the future:			

Course	Title	Location	Comment
ENG-8	Introduction to Mythology	M	
ENG-60A1	English Fundamentals: Sentence Structure	M	
ENG-60A2	English Fundamentals: Grammar and Usage	M	
ENG-60A3	English Fundamentals: Mechanics and Spelling	M	
ENG-60A4	English Fundamentals: Paragraph Construction	M	
<b>Moreno Valley College Curriculum Committee Chair was not present</b>			
This course was developed for a CIS program and has never been offered:			
MAT-6	Discrete Mathematics for Computer Science	N	
The discipline has no plans to offer this course in the future and it is replaced by MAT-65:			
MAT-63	Arithmetic	N	
This course has never been offered at Norco College and there are no plans to do so in the future:			
MAT-98	Academic Excellence Seminar	N	
<b>7. Course Deletions:</b>			
This course is no longer to be offered and is not part of the new certificate and degree patterns:			
ENE-1A	Plan Surveying, I	N	
ENE-1B	Plan Surveying, II	N	
ENE-26	Civil Engineering Drafting	N	
ENE-31	Computer Aided Drafting (CAD)	N	
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
Graphic Design and Printing			R
Basic Graphic Communication			R
Basic Graphic Design			R
Electronic Publishing and Design			R
Motion Graphics and 3D Animation			R
Industrial Automation			N
Music Industry Studies			N
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

**Adjourned: 4:30 p.m.**

Norco College  
Proposed 2016-17 Catalog Language Additions in support of Apprentices  
3-2016\_verson5

Black Text = Current Catalog Text

Highlight = Proposed Language Addition

**Limitations on Enrollment, Page 5**

Riverside Community College District offers some courses which place limitations on enrollment. These limitations may include successful completion of courses, successful completion of online tutorials to demonstrate computer skills, preparation levels for math and English, performance criteria, or health and safety conditions. Students who do not meet the conditions imposed by these limitations will be blocked from enrolling in these classes

**Apprenticeships**

Enrollment in an apprenticeship course is limited to registered apprentices; however, anyone meeting the apprenticeship requirements can apply for acceptance. Students must first complete the application process for the specific apprenticeship program. Information on admission to apprenticeship programs can be obtained from the local Joint Apprenticeship Training Committee (JATC) having jurisdiction over the trade in which you are interested.

**Matriculation, page 7**

Are You Exempt From Matriculation Pre-Enrollment Requirements?

The following Board approved criteria define exempt students at Riverside Community College District:

- A. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
- B. First-time college students who have declared one of the following goals:
  - Advance in current career/job
  - Maintain certificate/license
  - Educational development
  - Complete credits for high school diploma
- C. Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer
- D. Students who are enrolled in a registered apprenticeship program

**Certificate Program, page 44**

Students who have satisfied the requirements for a certificate of achievement while completing the requirements for an Associate of Science Degree will be awarded a certificate, and notation of the award will be indicated on the student record. Registered apprentices must complete at least two terms of an approved registered apprenticeship program at Riverside Community College District, with a grade of "C" or better, may apply for an apprenticeship certificate. Fifty percent of the coursework required in any for all other certificate patterns must be completed

at Riverside Community College District with a grade of “C” or better.

## **Career & Technical Education Programs, page 70**

### **Apprenticeship**

Norco College conducts apprenticeship programs in cooperation with industry. An apprenticeship program is a formal system of career training from two to five years that combines paid employment, on-the-job training and job related college level instruction in order to develop highly skilled workers. Apprenticeship programs may lead to an Associate of Science Degree.

Apprenticeship programs between the Joint Apprenticeship Training Committee (JATC) and the college are a cooperative effort. The JATC is composed of representatives from both labor and management from each apprenticeship area and their purpose is to oversee apprenticeship training. Registered apprenticeship programs are approved by the Division of Apprenticeship Standards of the California Department of Industrial Relations.

Enrollment in an apprenticeship course is limited to registered apprentices; however, anyone meeting the apprenticeship requirements can apply for acceptance. Information on admission to apprenticeship programs can be obtained from the local JATC having jurisdiction over the trade in which you are interested.

#### **Apprenticeship Certificate Course Requirements:**

Registered apprentices who have completed at least two terms of an approved registered apprenticeship program at Norco College, may apply for an apprenticeship certificate.

# District Curriculum Committee

## Minutes

March 3, 2016 3:30 p.m.

Spruce Street Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair

Meeting Called to Order: 4:00

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley; Toni Van Buhler; Lorena Franco

Guest: Carol Farrar, Dean of Instruction, Norco College

- I. Approval of the Agenda/MSQ/Quin/Burchett
- II. Approval of the Minutes as amended (February 18, 2016) MSQ/ Quin/Johnson 1  
Abstention/ Revised IV. a. ii. Change word “busy” to “business”
- III. Open Hearing
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley - C-ID was not approved for Art-5, History of Non-Western Art, MVC needs to revise ADT. Sylvia recommended doing a technical clean up. Another issue is the Music Industry Studies acronym was causing confusion with Management Information Systems. MVC is requesting that when approving CTE certificates they be informed of the advisory board members.
    - ii. Norco/District – One of the issues they’ve had in the past are distance education proposals and the wording of the proposals; suggestion that a template be made of an ideal distance ed. proposal to include the wording that would help guide faculty. Discussion on utilizing the distance education and best practices guidelines. Course substitutions for KIN-10 and KIN-38 are no longer counted as blanket course substitutions; Brian emailed kinesiology faculty to see if they want to add these course as additional degree requirements and would need to go through proper procedure. Carolyn suggested she would separate the current GE form so there is one ADR.
    - iii. Riverside – Did not approve the distance ed. proposals because the CORs have not been updated since 2006/2007.

V. OLD BUSINESS

- a. Extra Institutional Learning Credit
  - o In the hands of the senate but agenda sent out doesn't have this item on the agenda; Brian to remind Peggy to include it on the agenda along with the other items listed below.
- b. Additional Degree Requirements
  - o Norco CC hasn't looked at the proposal; holding off because the kinesiology faculty doesn't meet until late March. After they meet it will be taken back to the committee. Riverside has also held off because they haven't met or discussed the issue.
- c. Curriculum Process Taskforce
  - o Senate wanted a task force to streamline the curriculum process.

VI. NEW BUSINESS

- a. Units in Residence
  - o RCCD has 15-unit residence requirement
  - o Title V has 12-unit residence requirement as the minimum
  - o One case of a student who completed 12 units, should the units in residence requirement be changed for an ADT?
  - o Sylvia emailed Peggy to see if the issue should go to District senate it was decided to send it to local curriculum committees for a recommendation and forward the recommendation to Academic Senate.
- b. Contract Course in Honors
  - o Discussion regarding the acceptance of contract course for an honors course when offering an honors course is not possible. A contract course is an agreement between a professor and a student to complete additional coursework for the purpose of granting "honors credit" in a non-honors class. UCLA TAP does accept contract honors coursework.
  - o The District has a long standing practice for stand-alone (non-contract) courses only for the honors program. Has the District Honors Council discussed this issue?

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses:</b>			
These courses are being leveled to give students the opportunity to enhance their learning:			
KIN-A77A	Jogging for Fitness, Beginning	NR	<b>On hold - Norco questioned the lack of prerequisite</b>
KIN-A77B	Jogging for Fitness, Intermediate	NR	<b>On hold - Norco questioned the lack of prerequisite</b>
KIN-A77C	Jogging for Fitness, Advanced	NR	<b>On hold - Norco questioned the lack of prerequisite</b>
These courses are being leveled to give students the opportunity to enhance their learning:			
KIN-A81A	Physical Fitness, Beginning	MNR	
KIN-A81B	Physical Fitness, Intermediate	MNR	
<b>Motion – to approve KIN-A81A and KIN-81B/MSC/Quin/Burchett (2 ayes/1 abstention) (Motion Passed)</b>			
<b>3. Course Inclusions: None</b>			

Course	Title	Location	Comment
<b>4. Distance Education:</b>			
ACC-61	Cost Accounting	NR	Hybrid and Online – <b>put on hold</b>
ACC-66	Non-Profit and Governmental Accounting	NR	Hybrid (already approved for Online) – <b>put on hold</b>
<b>5. Major Course Modifications:</b>			
The following course is being modified to update the course description, SLOs, course content, MOI, and course materials:			
ENG-1A	English Composition	MNR	
<b>Motion - to approve ENG-1A MSC/Quin/Burchett/Unanimous</b>			
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, and course materials:			
ENG-1AH	Honors English Composition	MNR	
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, and course materials:			
ENG-50	Basic English Composition	MNR	
<b>Motion – to approve ENG-1AH and ENG-50 MSC/Quin/Burchett/Unanimous</b>			
The following courses are being modified to update the SLOs, MOE, sample assignments and course materials:			
KIN-12	Sport Psychology	MR	
<b>Motion- to approve KIN-12 MSC/Quin/Johnson/Unanimous</b>			
The following course is being modified to update the SLOs, course content, MOI, MOE, and course materials:			
REA-887	Reading Clinic	NR	
<b>Motion – to approve REA-887 MSC/Burchett/Johnson/Unanimous</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

#### VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses:</b>			
These courses are the same as MUC-1A, 1B, 1C, just relaunching in MIS discipline:			
MIS-1A	Beginning Performance Techniques For Studio Recording	N	
MIS-1B	Intermediate Performance Techniques For Studio Recording	N	
MIS-1C	Advanced Performance Techniques For Studio Recording	N	
This course is to change from MUC to MIS discipline and alignment to new CMUS classes in C-ID:			



Course	Title	Location	Comment
MIS-2	Songwriting	N	
This course is to change from MUC to MIS discipline and to make this course more robust than MUC-3 and to align with new C-ID descriptor:			
MIS-3	Digital Audio Production 1	N	
This course is to change from MUC to MIS discipline and to make this course more robust than MUC 4 and more advanced industry certification:			
MIS-4	Digital Audio Production 2	N	
This course is to change from MUC to MIS discipline:			
MIS-7	Introduction To Music Technology	N	
MIS-12	Live Sound Reinforcement	N	
MIS-13	Recording Studio Workshop I	N	
<b>2. New Stand Alone Courses</b>			
This course is designed for students who placed below Intermediate Algebra(MAT 35). In this course the students will review concepts in Arithmetic and Elementary Algebra. Students who complete this course with a passing grade will have the opportunity to retake the placement test:			
MAT-81	JumpStart for Elementary Algebra	R	
MAT-82	JumpStart for Intermediate Algebra	R	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
ACC-67	U.S. and California Income Tax Preparation	N	Hybrid and Online
<b>5. Major Course Modifications:</b>			
The following course is being modified to update the SLOs, course content, MOI, MOE sample assignments, course materials, and add transfer information:			
ADM-1	Introduction to Applied Digital Media	R	
The following course is being modified to update the SLOs, course content, course materials, and add transfer information:			
ADM-62	Typography and Graphic Design	R	Cross listed with CIS-59
The following course is being modified to update the course description, SLOs, course content, MOI, MOE sample assignments, course materials, and add transfer information:			
ADM-74	Dreamweaver for Graphic Designers	R	
The following course is being modified to change the course title from “Adobe Illustrator,” to update the course description, SLOs, course content, MOI, MOE sample assignments, course materials, and add transfer information:			
ADM-77A	Adobe Illustrator for Graphic Art	R	
The following course is being modified to change the course title from “Advanced Adobe Illustrator,” to update the course description, course content, MOI, MOE sample assignments, course materials, and add transfer information:			
ADM-77B	Adobe Illustrator, Advanced	R	
The following course is being modified to change the units from 2 to 3, to update the SLOs, and course materials:			
KIN-V21	Volleyball, Varsity, Women	R	
The following course is being modified to update the SLOs, sample assignments, and course materials:			
KIN-V78	Long Distance Running	R	
<b>6. Course Exclusions:</b>			
These courses have either never been offered or have not been offered in many years and there are no plans to offer them in the future:			
ART-41A	Figure Painting-Introduction	M	

Course	Title	Location	Comment
ART-41B	Figure Painting-Intermediate	M	
ART-43A	Studio Figure Painting-Portfolio Preparation	M	
ART-43B	Studio Figure Painting-Portfolio	M	
ART-44A	Beginning Animation Principles	M	
ART-44B	Intermediate Animation Principles	M	
ART-44C	Advanced Animation Principles	M	
ART-51A	Beginning Animation Production	M	
ART-51B	Intermediate Animation Production	M	
<b>7. Course Deletions:</b>			
This course is no longer to be offered and is not part of the new certificate and degree patterns:			
ENE-18	Legal Aspects of Surveying	N	
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

**Adjourned: 5:00 p.m.**

# District Curriculum Committee

## Minutes

February 18, 2016 3:30 p.m.  
Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 4:05

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair – Not Present

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley; Debbie McDowell; Toni Van Buhler; Lorena Franco

I. Approval of the Agenda/MS/Quin/Johnson

II. Approval of the Minutes (December 10, 2015)/MS/Quin/Johnson

III. Open Hearing – N/A

IV. Curriculum Policy & Procedure

a. College Updates

i. Moreno Valley – Kristy Paine, a new ADJ FT faculty member was hired in January.

ii. Norco/District – The first of item of business at their meeting next week will be to approve the Curriculum Committee By-laws.

iii. Riverside – No Report.

V. OLD BUSINESS

a. Extra Institutional Learning Credit – Rex Beck discussed this issue at the District Senate meeting last December. It was suggested that if Rex could find a model to present to the Senate, that would be helpful. If the Senate hasn't approved it, then it is not going in the catalog. Brian asked why it cannot be treated just like a credit by exam? Sylvia's answer was that we don't do that for every subject, it's a discipline by discipline matter of concern. Brian will report back to his committee that they need to wait for the District Senate's decision.

b. Additional Degree Requirements – MVC Senate passed the two motions, proposed by the Counseling Department, to create a Section E, move it to the RCC Gen Ed and move the additional degree requirements to that Section. Norco and Riverside have not approved this proposal. Sylvia believes that this would change the degree completely. The issue, as Sylvia sees it, is that Kinesiology was never asked if they were in agreement with the

proposal. Sylvia’s suggestion is the Senate should state that the faculty in the area should figure it out first and then bring it forward. Another underlying concern of the faculty is that it will significantly impact their enrollments. The District Senate will most likely want consensus for approval of this proposal.

**VI. NEW BUSINESS**

- a. The District Academic Senate asked the District Curriculum Committee at the December meeting to develop a task force to streamline the curriculum process. Brian will ask Peggy Campo how to go about this.

**VII. Approvals – N/A**

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications: None</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

**VIII. Information Items**

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications: None</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

Adjourned: 4:45 p.m.

# District Curriculum Committee

## Minutes

December 10, 2015 3:30 p.m.

Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair

Meeting Called to Order: 4:25 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas - absent

Administrative Support: Naomi Foley; Debbie McDowell

- I. Approval of the Agenda as Amended/MSQ/Quin/Burchett/Unanimous  
Under Approval Items, Major Course Modifications: CIS-61 is cross-listed with CSC-61.
- II. Approval of the Minutes as Amended (December 3, 2015)/MSQ/Quin/Burchett/Unanimous  
Capitalize ENG-4 under IV.a. first bullet.
- III. Open Hearing- N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – MVC Senate passed the two motions to create a Section E in the RCCD Gen Ed and to move the additional degree requirements into that section.
    - ii. Norco/District – They decided to hold off on voting on the additional degree requirements proposal to give the Kinesiology faculty the opportunity to know what they wanted to do with their courses.
      - Norco voted on a proposal from their Articulation Officer regarding certificates that have been completed with a course substitution causing them to be short one or two units. They decided they would waive that unit deficiency and grant the certificate. At their first meeting in spring if MVC and RCC are interested in that language in the catalog, they may want to look at this also. Brian will send the language to the curriculum chairs.
      - **District:** Rex Beck will speak to the District Senate tomorrow about granting Extra Institutional Credit to people in the armed forces, etc. based on recommendations from the American Council on Education or National College Credit recommendation service.

- iii. Riverside – They passed all the courses and everything was updated. There was discussion at RCC regarding the senate restructuring the curriculum committee structure. It was past practice that the curriculum chair had a vote at senate which just changed. The committee had drafted an amendment to amend the By-laws and the Constitution to allow the chair to vote, but the senate voted it down. When the By-laws get ratified in spring, the chair will lose a vote so Greg will become an ex-officio member.

V. OLD BUSINESS

- a. Extra Institutional Learning Credit – Rex Beck to speak about this tomorrow at District Senate. MVC needs a better understanding and clear definition of what it is before bringing it to their committee and including it in their catalog.
- b. Adding MAT-53 as a course fulfilling Math Competency – NC and RCC approved but MVC did not, but they were o.k. with it. Greg spoke to RCC about a ramification of this and suggested math revisit their policy of just blanket acceptance which they agreed to do. Norco wanted the blanket acceptance to continue but they may need to go back and take another look at it also. If students take the placement test and place above MAT-35, then they have met the requirement which is still only high school level math.
- c. Additional Degree Requirements – Removing additional degree requirements and setting them up as alternatives in Section E would need to go the colleges’ senates. MVC’s senate has approved it. If Norco and RCC approve it along with their senate, then it would be forwarded to the District Senate. Greg stated that he has heard two different conversations: (1) it was stated that those courses still have to be taken in order to get a degree, and (2) in another conversation it was stated that if they are moved over to Section E, they are now options that don’t have to be taken and the number of units has now decreased to get a degree.

VI. NEW BUSINESS

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to update the course description, SLOs, course content, MOE, sample assignments and course materials to be CID compliant:			
CIS-1A	Introduction to Computer Information Systems	MNR	
The following course is being modified to update the course description, SLOs, course content, MOI, and course materials to be CID compliant:			
CIS-2	Fundamentals of Systems Analysis	MNR	Crosslisted CSC-2

Course	Title	Location	Comment
The following course has been modified to update the SLOs, sample assignments and course materials			
CIS-5	Programming Concepts and Methodology I:C++	MNR	
The following course is being modified to change the laboratory hours from 0 to 18, to update the course description, SLOs, course content, and course materials to be CID compliant:			
CIS-61	Introduction to Database Theory	MNR	Crosslisted CSC-25
The following course is being modified to update the course description, SLOs linkages, course content, and course materials:			
CIS-78A	Introduction to Adobe Photoshop	MNR	Crosslisted CAT-78A
<p><b>Motion</b> – to approve CIS-1A through CIS-61 for Major Course Modifications  <b>MSC/Quin/Burchett/Unanimous</b>  <b>Motion</b> - to postpone CIS-78A to the first meeting in spring for clarity/<b>MSC/Burchett/Quin/Unanimous</b>  <b>2<sup>nd</sup> Motion</b> – to place CIS-78A on today’s agenda for consideration/<b>MSC/Burchett/Quin/Unanimous</b>  <b>3<sup>rd</sup> Motion</b> – to approve CIS-78A Major Course Modification/<b>MSC/Burchett/Quin (vote: 2 ayes / 1 nay)</b>  <b>Motion passed.</b>  <b>Comment:</b> Carolyn made a correction to the agenda stating that CIS-61 is cross-listed with CSC-61 and CIS-78A is not a Gen Ed class and the MVC committee asked that the Gen Ed SLOs be removed. There are no changes to the catalog.</p>			
The following course is being modified to change the title from “Internship in Infant and Toddler Care,” update the course description, SLOs, course content, MOE, and course materials:			
EAR-35	Practicum in Infant and Toddler Care	MNR	
<p><b>Motion</b> – to approve EAR-35 Major Course Modification/<b>MSC/Quin/Burchett/Unanimous</b>  <b>Comment:</b> Carolyn stated that under the course content the statement about students must spend two hours outside of class for every one hour of lecture in the class should be on every course. This statement was removed a while back. It was suggested that it could be added to that STEM for outside of class assignments. She also put on there to remove the Gen Ed SLOs. This course has changes to the catalog. For consistency, this motion should be held for the same reason CIS-78A was held. Either they should all be allowed or none of them allowed.</p>			
The following course is being modified to update the SLOs, course content, sample assignments and course materials:			
ESL-71	Basic Reading and Vocabulary	MNR	
The following courses are being modified to change the advisory, to update the SLOs, course content, and course materials:			
ESL-72	Intermediate Reading and Vocabulary	MNR	
ESL-73	High Intermediate Reading and Vocabulary	MNR	
The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
ESL-90D	Special Topics in ESL: Verb Tense Review	MNR	
The following course is being modified to update the SLOs, MOI, MOE, sample assignments and course materials:			
ESL-91	Oral Skills I: Beginning Oral Communication	MNR	
The following course is being modified to change the advisory, to update the SLOs, MOI, MOE, sample assignments and course materials:			
ESL-92	Oral Skills II: Intermediate Oral Communication	MNR	
The following course is being modified to change the advisory, to update the SLOs, course content, MOE, sample assignments and course materials:			

Course	Title	Location	Comment
ESL-93	Oral Skills III: Advanced Oral Communication	MNR	
The following course is being modified to update course content, MOI, MOE, sample assignments and course materials:			
ESL-95	Pronunciation and Accent Reduction	NR	
<b>Motion</b> - to approve ESL-71 through ESL-95 Major Course Modifications <b>MSC/Burchett/Quin/Unanimous</b>			
The following course is being modified to change the advisory, to update the SLOs, course content, sample assignments and course materials to be CID compliant:			
FST-1	Introduction to Film Studies	MR	
<b>Motion</b> - to approve FST-1 Major Course Modification/ <b>MSC/Quin/Burchett/Unanimous</b>			
The following courses are being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
KIN-4	Nutrition	MNR	
KIN-16	Introduction to Athletic Training	NR	
The following course is being modified to change the lecture hours from 45 to 36, the laboratory hours from 27 to 54, to update the SLOs, course content, sample assignments and course materials:			
KIN-35	Foundation for Fitness and Wellness	MNR	
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
KIN-36	Wellness: Lifestyle Choices	NR	
<b>Motion</b> - to approve KIN-4 through KIN-36 Major Course Modifications <b>MSC/Quin/Burchett/Unanimous</b>			
The following course is being modified to change the prerequisite, to update the course description, and course materials:			
PHO-12	Photojournalism	MR	
<b>Motion</b> - to approve PHO-12 Major Course Modification/ <b>MSC/Quin/Burchett</b> <b>(vote: 1 aye / 1 abstention) Motion passed.</b> <b>Discussion:</b> MVC didn't approve because the originator had gone into the COR and had taken MVC off without their knowledge. Committee didn't feel that this was the intention of the originator. With the new information that Carolyn received, she abstained from voting.			
The following course is being modified to change the title from "Rapid Reading," to update the course description, course content, MOI, MOE, sample assignments and course materials:			
REA-2	Flexible Reading	NR	
<b>Motion</b> - to approve REA-2 Major Course Modification/ <b>MSC/Burchett/Johnson/Unanimous</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions:</b>			
Neither Norco College or Riverside City College plan on offering this course in the future:			
ENG-57	Basic Literature and Composition	NR	
<b>Motion</b> - to approve ENG-57 Course Deletion/ <b>MSC/Burchett/Johnson/Unanimous</b>			
<b>8. New State Approved Certificates/Degrees:</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			



Course	Title	Location	Comment
<b>12. Modification to Discipline Name</b>			

### VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses:</b>			
Due to modifications being made to the art programs, ART classes are no longer a requirement. As such, it is necessary that the amount of learning surrounding digital drawing skills increase. This class is the successor to GAM 42:			
GAM-80	Digital Drawing for Game Art	N	
Substantial modification to the game art programs have resulted in the consolidation and streamlining of several courses. This course represents the merging and retooling of GAM 31 and GAM 49:			
GAM-81	3D Modeling and Texturing	N	
Due to major changes to the game art programs, there has been the need for consolidation and streamlining of our courses. This course merges and retools content from GAM 34, 47, and 48:			
GAM-82	Game Rigging and Animation	N	
Creating new MIS Work Experience course to go with new discipline:			
MIS-200	Music Industry Studies Work Experience	N	
These courses will replace NVN-55. Splitting into 2 courses (Pathophysiology and Introduction to Vocational Nursing/Nutrition) rather than one course covering all 3 content areas. The hope is to allow for more flexible offerings of the courses for our students:			
NVN-55A	Vocational Nursing Practice and Nutrition Across the Lifespan	R	
NVN-55B	Principles of Pathophysiology	R	
<b>2. New Stand Alone Courses:</b>			
These courses will be part of an apprenticeship certificate program that is being moved from Palomar College to Norco College in an effort to better serve the Inland Empire residents:			
ELE-420	Intro to Sound/Communication Trade Industry	N	
ELE-421	Electrical Theory and Practices DC	N	
ELE-422	Electrical Theory and Practices AC	N	
ELE-423	Semiconductor Electronics	N	
ELE-424	Intro to Digital Electronics and Signaling Devices	N	
ELE-425	Management/Alarms/Codes/Circuits	N	
ELE-499	Work Experience: Electricians Apprenticeship	N	
These courses will be part of the new California State Fire Marshals Company Officer certification program that starts in December 2016. This program and courses will replace the current Chief Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students:			
FIT-CFO3A	Human Resources Management Chief Fire Officer	M	
FIT-CFO3B	Budget and Fiscal Responsibilities Chief Fire Officer	M	
FIT-CFO3C	General Administration Functions Chief Fire Officer	M	
FIT-CFO3D	Emergency Service Delivery Responsibilities	M	

Course	Title	Location	Comment
The California Office of the State Fire Marshal has implemented new certification requirements that are modeled after the NFPA Professional Qualifications 1041. This requires new curricula be operational by December 31, 2016. Old courses such as Training Instructor 1A will be retired at that date.			
FIT-INS1	Instructor I	M	
FIT-INS2	Instructor II	M	
This course will enhance the current offering of honors courses:			
HIS-2H	Honors History of World Civilizations II	R	
These are five new courses (the 5 <sup>th</sup> course has already been approved) which will be combined with six existing courses in order to provide a series of five stackable certificates leading to an Associate of Science degree in Quality Assurance Management. Each certificate follows the body of knowledge presented by internationally recognized certification exams:			
MAG-74	Statistical Process Control	R	
MAG-75	Quality Auditing	R	
MAG-76	Metrology	R	
MAG-77	Problem Solving and Improvement	R	
This course will provide photography students with in-depth training in the understanding and use of photographic editing and printing software to produce professional results:			
PHO-18	Photographic Editing and Printing	R	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
DEA-22	Introduction to Supervised Externships	M	Hybrid
DEA-32	Intermediate Supervised Externships	M	Hybrid
<b>5. Major Course Modifications:</b>			
The following course is being modified to change the course number from 65, and to update the course description:			
ADM-2A	Color Systems and File Management	R	
The following course is being modified to change the course number from 58, to change the title from "Paper and Inks for Multipurpose Design," to update the course description, SLOs, and course content:			
ADM-2B	Prepress, Paper and Ink	R	
The following course is being modified to change the course number from 64, to change the title from "Ethics and Legalities of Digital Manipulation," to update the course description, SLOs, course content and course materials:			
ADM-2C	Ethics and Legalities for Graphic Designers	R	
The following course is being modified to change the title from "Management and Estimating in the Graphics/Design Industry," to remove the advisory of ADM-80 and 85, to update the course description, SLOs, course content, and course materials:			
ADM-55	Business Management for Graphic Communications	R	
The following course has been updated to add transfer information:			
ADM-63A	Adobe InDesign, Beginning	R	
The following course is being modified to change the title from "Web Animation with Flash," to update the course description, SLOs, course content, and course materials:			
ADM-67	Multimedia Animation	R	
The following course is being modified to change the course number from 68:			
ADM-68A	Animation with Maya I	R	

Course	Title	Location	Comment
The following course is being modified to change the course number from 88, to change the prerequisite to ADM-68A:			
ADM-68B	3D Animation with Maya II	R	
The following course is being modified to change the title from "Motion Graphics and Compositing with After Effects," and to update the course description:			
ADM-69	Motion Graphics and Special Effects with After Effects	R	
The following course is being modified to change the prerequisite to add ADM-71A and to change the advisory to remove ADM-71:			
ADM-70	Project Production and Portfolio	R	
The following course is being modified to change the course number from 71, and to update the course description:			
ADM-71A	Adobe Photoshop	R	
The following course is being modified to change the course number from 72, to change the prerequisite to ADM-71A, and to update the course description:			
ADM-71B	Adobe Photoshop, Advanced	R	
The following course is being modified to change the course number from 85, to change the course title from "Beginning Offset Printing," to change the prerequisite to ADM-85A, to update the course description, SLOs, and course content:			
ADM-85A	Commercial Printing	R	
The following course is being modified to change the course number from 86, to change the course title from "Advanced Offset presswork and Finishing," to update the course description, SLOs,			
ADM-85B	Commercial Printing, Advanced	R	
The following course is being modified to change the title from "Introduction to Data Communications," to change the prerequisite to an advisory, to update the course description, SLOs, course content, MOE, sample assignments and course materials to be CID compliant:			
CIS-25	Information & Communication Technology Essentials	R	
The following course is being modified to change the prerequisite, to update the course description, SLOs, course content, and course materials to be CID compliant:			
CIS-26A	Cisco Networking Academy 1A	R	
The following course is being modified to update the course description, SLOs, course content, and course materials to be CID compliant:			
CIS-26B	Cisco Networking Academy 1B	R	
The following course is being modified to change the units from 4 to 4.5, to change the laboratory hours from 54 to 81, SLOs, course content, MOE, sample assignments and course materials:			
DEA-10	Introduction to Dental Assisting and Chairside Assisting	M	
The following course is being modified to update the SLOs, course content, and course materials:			
DEA-20	Infection Control for Dental Assistants	M	Postponed RCC
The following course is being modified to change the units from 2 to 2.5, to change the lecture hours from 18 to 27, update the SLOs, course content, and course materials:			
DEA-21	Introduction to Radiology for Dental Assistants	M	
The following course is being modified to change the laboratory hours from 54 to 70, update the SLOs, course content, MOE, and course materials:			
DEA-22	Introduction to Supervised Externships	M	

Course	Title	Location	Comment
The following course is being modified to update the SLOs, course content, and course materials:			
DEA-23	Introduction to Dental Sciences	M	
The following course is being modified to change the laboratory hours from 54 to 64, update the SLOs, and course materials:			
DEA-24	Dental Materials for the Dental Assistant	M	
The following course is being modified to change the units from 1.5 to 1, to change the lecture hours from 18 to 9, to update the SLOs, course content, and course materials:			
DEA-31	Radiology for Dental Assistants	M	
The following course is being modified to change the prerequisite to add DEA-10, and course materials:			
DEA-32	Intermediate Supervised Externships	M	
The following courses are being modified to update the SLOs, and course materials:			
DEA-40A	Advanced Chairside Surgical Dental Assistant	M	
DEA-40B	Advanced Chairside Orthodontic Dental Assistant	M	
The following course is being modified to change the limitation on enrollment, and to update the course materials:			
DEA-40C	Advanced Chairside Restorative Dental Assistant	M	
The following course is being modified to update the SLOs, and course materials:			
DEA-41	Dental Office Procedures	M	
The following course is being modified to change the title from "Microprocessors," to change the units from 4 to 3, to change the lecture hours from 54 to 36, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
ELE-26	Microcontrollers	N	
The following course is being modified to change the title from "Residential Wiring for Electricians," to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
ELE-71	Residential Electrical Wiring	N	
The following course is being modified to change the title from "Commercial and Industrial Electrical," to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
ELE-72	Commercial and Industrial Electrical Wiring	N	
The following course is being modified to change the title from "Electric Motors for Electricians," to update the short description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
ELE-73	Electric Motors and Transformers	N	
The following course is being modified to change the title from "Industrial Electrical Automation," to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
ELE-74	Industrial Wiring and Controls	N	
The following course is being modified to change the title from "Electronics for Electricians," to change the units from 4 to 3, change the lecture hours from 54 to 36, to update the course description, SLOs, course content, MOI, MOE, and course materials:			
ELE-75	Solid State Devices and Lighting Controls	N	
The following course is being modified to change the title from "Electrician Specialties," to change the units from 4 to 3, to change the lecture hours from 54 to 36, update the SLOs, MOI, MOE, and course materials:			
ELE-76	Low Voltage Wiring and Alternate Energy Generation	N	

Course	Title	Location	Comment
The following course is being modified to change the title from “Survey of Electrical Trades,” to change the units from 4 to 3, to change the laboratory hours from 54 to 0, update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
ELE-77	Electrical Theory	N	
The following courses are being modified to change the prerequisite to GAM-81, and to update the SLOs:			
GAM-32	Designing Game Characters	N	
GAM-41	Game Asset and Engine Integration	N	
The following courses are being modified to change the prerequisite to GAM-81:			
GAM-45	Materials and Lighting	N	
GAM-46	Environment and Vehicle Modeling	N	
The following course is being modified to remove the corequisite, to change the units from 1 to 2, to change the laboratory hours from 6 to 54, to change the title from “Computer Skills for Game Art,” to update the SLOs, course content, MOI, MOE, and sample assignments :			
GAM-70	Game Development Basics	N	
The following courses are being modified to change the prerequisite to GAM-80:			
GAM-71	Perspective for Game and Animation	N	
GAM-72	Anatomy for Game Art	N	
The following course is being modified to change the prerequisite to GAM-81:			
GAM-73	Storyboarding for Games	N	
The following course is being modified to change the prerequisite to GAM-33 and 82:			
GAM-79B	Game Studio: Character Modeling	N	
The following courses are being modified to change the corequisite, to update the SLOs, and course materials:			
KIN-17	Athletic Training, Fall Sports, Lower Extremity	R	
KIN-18	Athletic Training, Spring Sports, Upper Extremity	R	
KIN-19	Athletic Training, Fall Sports, Head, Neck, Spine, Torso, and Hip	R	
KIN-20	Athletic Training, Spring Sports, General Medical	R	
The following courses are being modified to change the units from 2 to 3, to update the course description, SLOs, and course materials:			
KIN-V07	Golf, Varsity, Men	R	
KIN-V22	Fastpitch, Varsity, Women	R	
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, and course materials:			
PHO-9	Intermediate Photography	R	
<b>6. Course Exclusions:</b>			
These courses have either never been offered or have not been offered in many years and there are no plans to offer them in the future:			
ART-3	Art for Teachers	N	
ART-30A	Printmaking-Introduction	N	
ART-34	Studio Three Dimensional Design	N	

Course	Title	Location	Comment
ART-35A	Illustration - Beginning	N	
ART-38	Studio Illustration	N	
ART-41A	Figure Painting-Introduction	N	
ART-44A	Beginning Animation Principles	N	
ART-44B	Intermediate Animation Principles	N	
ART-44C	Advanced Animation Principles	N	
ART-50A	Beginning Storyboarding	N	
ART-50B	Intermediate Storyboarding	N	
ART-51A	Beginning Animation Production	N	
ART-51B	Intermediate Animation Production	N	
ART-8	Mexican Art History	N	
CHI-1	Mandarin Chinese 1	N	
CHI-11	Culture and Civilization	N	
CHI-2	Chinese 2	N	
DAN-5	Introduction to Movement Education for Preschool and Elementary Children	N	
DAN-D19	Conditioning for Dance	N	
DAN-D20	Introduction to Social Dance	N	
DAN-D30	Social Dance Styles	N	
DAN-D31	Hip-Hop Dance, Beginning	N	
DAN-D32	Jazz, Beginning	N	
DAN-D33	Jazz, Intermediate	N	
DAN-D37	Modern Dance, Beginning	N	
DAN-D38	Modern Dance, Intermediate	N	
DAN-D43	Tap, Beginning	N	
DAN-D44	Tap, Intermediate	N	
DAN-D60	Dance Techniques for Musical Theater	N	
FRE-11	Culture and Civilization	N	
FRE-3	French 3	N	
HUM-16	Arts and Ideas: American Culture	N	
JPN-11	Culture and Civilization	N	
JPN-3	Japanese 3	N	
JPN-4	Japanese 4	N	
MUS-1	Teaching Music to Young Children	N	
MUS-26	Film Music Appreciation	N	
MUS-34	Vocal Jazz Lab	N	

Course	Title	Location	Comment
MUS-35	Vocal Music Ensembles	N	
MUS-43A	Jazz Improvisation and Theory I	N	
MUS-43B	Jazz Improvisation and Theory II	N	
MUS-43C	Jazz Improvisation and Theory III	N	
MUS-51	Men's Ensemble	N	
MUS-72	Group Keyboarding Skills	N	
MUS-73	Vocal Jazz Singers	N	
MUS-77	Guitar Ensemble	N	
MUS-83	Advanced Chamber Choir	N	
MUS-P44	Jazz Lab Band	N	
PHO-20	Introduction to Digital Photography	N	
SPA-13	Spanish for Health Care Professionals	N	
THE-2	Play Practicum-Special Projects Laboratory I	N	
THE-25	Makeup for the Stage	N	
THE-30	Voice and Movement for the Stage	N	
THE-36	Improvisational Acting	N	
THE-38	Auditioning for the Stage	N	
THE-4	Play Practicum-Special Projects Lab II	N	
THE-6	Advanced Theater Practicum	N	
THE-9	Dramatic Literature-Script Analysis	N	
<b>7. Course Deletions:</b>			
These courses are no longer to be offered since the Architecture degree was discontinued last year:			
ARE-26	Architectural Rendering	N	
ARE-28	Perspective Drawing	N	
These courses are only included in the Norco College catalog. They have been superseded by other courses and are not in any current certificate or degree pattern; they have not been offered for at least two years; there are no plans to schedule these classes or to maintain the course outlines:			
CIS-16A	Programming Games with DirectX, OpenGL	N	
CSC-16A	Programming Games with DirectX, OpenGL	N	
These courses are crosslisted with GAM which will remain in the inventory and the CIS/CSC courses are no longer needed:			
CIS-24	Video Game Prototyping	N	
CIS-50	Introduction to Game Programming	N	
CSC-52	Game Engine Scripting I	N	
CSC-53	Game Engine Scripting II	N	
These courses have been replaced by a new one and not part of any GAM program:			
GAM-31	31 Introduction to 3D Modeling	N	
GAM-34	Character Rigging	N	

Course	Title	Location	Comment
GAM-38C	Simulation Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations	N	
GAM-42	PhotoShop for Game Art and Animation	N	
GAM-43	Survey of Media Art for Game Design/Animation	N	
GAM-47	Introduction to 3D Animation	N	
GAM-48	3D Character Animation	N	
GAM-49	Game Modeling and Texturing	N	
This course was part of the 3D Animation program, which is being discontinued, therefore, this course is no longer needed:			
GAM-79A	Game Studio: Animation	N	
This course has not been offered for several years, and the discipline does not plan to offer it in the future:			
REA-95	Special Topics in Reading	R	
<b>8. New State Approved Certificates/Degrees:</b>			
Quality Assurance			R
Sound & Communication Systems Installer Apprenticeship			N
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
Communication Studies for Transfer			N
Dental Assisting			M
Electrician			N
Game Art Character Modeling			N
Game Art Environments and Vehicles			N
Industrial Automation			N
Music Industry Studies			N
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

Adjourned: 5:02 p.m.



# District Curriculum Committee

## Minutes

December 3, 2015 3:30 p.m.

Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair

Meeting Called to Order: 5:00 p.m.

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley; Debbie McDowell

- I. Approval of the Agenda/MSQ/Quin/Burchett/Unanimous
- II. Approval of the Minutes as amended (November 19, 2015)MSQ/Burchett/Quin/Unanimous
  - Revised last sentence under V.a second bullet – "...Fire Technology Program...".
- III. Open Hearing- N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – ESL-90A was on the agenda as MVC and RCC and then again under Information Items as RCC. Carolyn thought it was theirs because a MVC faculty member had updated it, but the faculty member shouldn't have been allowed to update it since it is not in the MVC catalog, so it was not approved by MVC. They are having an ESL meeting next week and they think that class might be deleted all together.
      - Regarding ENG-4, Dan Clark was satisfied with the answers to his questions that he received from the originator.
      - They noticed that the American Heart Association document for KIN-30, First Aid and CPR, has a 2015 update that was not listed on the COR. Need to make that notation.
      - Passed the motions for 2A and 2B on the additional degree requirements.
    - ii. Norco/District – Brian prepared a rough draft of the Norco Curriculum Bylaws. The committee reviewed it and suggested changes and Brian will compose a revised draft. Norco will vote on approving the revised Bylaws at their next meeting. They had a reading of moving the additional degree requirements into Section E. Norco will vote on this at their next meeting and

it looks as if they may approve. **District** – no report due to District Academic Senate meeting being cancelled and rescheduled for December 11<sup>th</sup>.

- iii. Riverside – Discussed additional degree requirements and will be included on their next agenda. Spent a lot of time on the proposed Academic Senate Bylaw changes. The committee was so firmly entrenched that they had two motions with two votes and it was unanimous. The committee directed Greg to try and amend the Bylaws and the Constitution to make sure the curriculum chair is still a voting member of the Senate. Discussed the current changes in the Math Department. Motion to insert MAT-53 was unanimous. Some of the ADM courses were postponed for changes.

## V. OLD BUSINESS

- a. Extra Institutional Learning Credit – How is this going to work if only one college implements this? Brian stated that Rex will speak on this issue to clarify any concerns at the next District Academic Senate meeting. Brian will bring back to this committee what Rex discussed at the District Academic Senate meeting.
- b. Adding MAT-53 as a course fulfilling Math Competency
  - All colleges are now saying MAT-53 will meet the AA requirement for math.
  - Sylvia and Naomi spoke to Mary Legner this morning regarding the high school geometry issue which is, “If a student takes geometry in high school, have they automatically met the AA requirement?” Mary wants to take this back to the discipline for more discussion on the prerequisite of that one course. Two things: (1) the basic competency would now be fulfilled by completing MAT-53 or MAT-36 successfully. This will be included in the catalog addendum that comes out in February. However, (2) math has had a long standing practice that if a student has taken geometry in high school and has successfully completed it, they are allowed to enroll in MAT-36. What will go to the disciplines for further discussion is the issue about the prerequisite.
  - The reason it is not listed in the catalog anywhere is because our long standing practice has been to not include this information in the course description or in the prerequisite. Greg suggested having a geometry competency exam.
- c. Additional Degree Requirements – LaTonya Parker at MVC had stated that on the Counseling sheet that is handed out, the Gen Ed part is on one side and the additional degree requirements are separate, but when the students finish the Gen Ed, they think they are done.
  - Sylvia’s stated that if the preference is that students who complete pathways B or C for the RCCD degree would not be required to complete additional degree requirements, then that should be clearly stated, and the additional degree requirements should be waived for those students. But, if the intent is to not waive those and maintain them

as additional degree requirements and bring them in as Section E under Gen Ed, then that confuses the issue.

- An RCC Counselor stated that by creating a Section E, it would then be part of GE and those units would be optional and no longer required. Norco’s understanding is that by having a Section E and that is all that is in Section E, students still have to take those courses. So why create a Section E if it does not apply to students who are taking Plan B or C and just say, if students complete Plan B or C, they are not required to take the additional degree requirements?
- Two possible solutions – allow double counting and/or if the student completes the CSUGE or the IGETC pattern for the RCCD degree, then the student doesn’t have to complete the additional degree requirements. Carolyn wanted to postpone this until the next meeting. MVC has already voted on it and it will go to MVC senate on Monday. Norco and RCC are still discussing the issue.

## VI. NEW BUSINESS

## VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses:</b>			
<b>2. New Stand Alone Courses:</b>			
The course will provide an introduction to computer security for all computer users:			
CIS-4	Practical Computer Security	MR	
<b>Motion – to approve new stand-alone course CIS-4/MSQ/Quin/Burchett/Unanimous</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education:</b>			
THE-3	Introduction to the Theater	MNR	RCC not approved due to old COR
<b>Motion – to approve THE-3 for Distance Education/MSQ/Quin/Burchett (vote: 2 ayes / 1 nay) Motion Passed</b> Carolyn stated that it is not required that the COR be updated before the Distance Education program comes through.			
<b>5. Major Course Modifications:</b>			
The following course is being modified to separate lab and lecture content and update the course materials:			
ENG-4	Writing Tutor Training	MNR	
The following course is being modified to add an advisory of “qualification for ENG-1A,” to reduce the SLOs, update the course content, MOE, and course materials:			
REA-4	Critical Reading as Critical Thinking	MNR	
<b>Motion – to approve major course modifications for ENG-4 and REA-4/MSQ/Quin/Burchett/Unanimous</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions:</b>			
Moreno Valley and Riverside have not offered the course series (60A 1-4) in several years and don't intend to revive them. The program for which the courses were created at Riverside no longer exists:			
ENG-60A1	English Fundamentals: Sentence Structure	MR	
ENG-60A2	English Fundamentals: Grammar and Usage	MR	
ENG-60A3	English Fundamentals: Mechanics and Spelling	MR	
ENG-60A4	English Fundamentals: Paragraph Construction	MR	

Course	Title	Location	Comment
<b>Motion</b> – to approve course deletions for ENG-60A1 through ENG-60A4/MSQ/Quin/Burchett/Unanimous			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

### VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses:</b>			
This course will enhance the current honor course offerings. This will be the first Film Studies honors course:			
FST-1H	Honors Introduction to Film Studies	R	
This course will enhance the current offering of honors courses:			
HIS-2H	Honors History of World Civilizations II	R	<b>Postponed at RCC</b>
<b>2. New Stand Alone Courses:</b>			
These courses are six courses in the new California State Fire Marshals Company Officer certification program that starts in December 2016. This program and courses will replace the current Fire Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students:			
FIT-CO2A	Human Resource Management	M	
FIT-CO2B	General Administrative Functions	M	
FIT-CO2C	Fire Inspections and Investigations	M	
FIT-CO2D	All Risk Command Operations	M	
FIT-CO2E	Wildland Incident Operations	M	
FIT-CO1	Hazardous Materials Incident Commander	M	
Industry has expressed a need for basic machine shop practices using manual machine tools:			
MAN-36	Machine Shop	N	Non degree credit
The program would like to obtain National Institute for Metalworking Skills (NIMS) Standards certification and this course will part of that certification. This will also provide transferability to San Bernardino Valley College:			
MAN-39	Machine Shop Theory	N	
New course for students wishing to play in pep band:			
MUS-97	Pep Band	R	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being updated to link to the new GESLOs and to update the course materials:			
ENG-39	Screenwriting II	R	
The following course is being modified to reword the prerequisite, update the course description, SLOs, course content and course materials:			
ESL-90A	Special Topics in ESL: Improving Note Taking Skills	R	
The following course is being modified to update the SLOs, MOI, MOE, sample assignments and course materials:			
FIT-S21	Public Safety Honor Guard Academy	M	
The following courses are being modified to update the SLOs, and the course materials:			

Course	Title	Location	Comment
KIN-21A	Athletic Training Applications A	R	
KIN-21B	Athletic Training Applications B	R	
KIN-21C	Athletic Training Applications C	R	
KIN-21D	Athletic Training Applications D	R	
The following course is being modified to add laboratory content, update the SLOs, sample assignments and course materials:			
MAN-56	CNC Machine Set-Up and Operation	N	
The following course is being modified to change the lecture hours from 40 to 36 and the laboratory hours from 72 to 54, to add laboratory content, to update the SLOs, sample assignments and course materials:			
MAN-57	CNC Program Writing	N	
The following course is being modified to change the units from 2 to 3, the laboratory hours from 108 to 162, to update the SLOs, course content, MOE, sample assignments and course materials:			
MUS-48	Marching Band	R	
The following course is being modified to change the units from 1 to 3, the laboratory hours from 54 to 162, to remove the advisory, update the limitation on enrollment, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
MUS-49	Indoor Marching Percussion	R	
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
MUS-59	Winter Marching Band Clinic	R	
The following course is being modified to update the limitation on enrollment, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
MUS-60	Summer Marching Band Clinic	R	
The following course is being modified to change the units from 2 to 3, the laboratory hours from 108 to 162, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
MUS-61	Auxiliary Marching Units	R	
The following course is being modified to change the units from 2 to 3, the laboratory hours from 108 to 162, to remove the prerequisite, to change the title from "Advanced Auxiliary Marching Units," to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
MUS-66	Indoor Color Guard	R	
The following course is being modified to add an advisory of "qualification for ENG-1A," to reduce the SLOs, update the course content, MOE, and course materials:			
REA-4	Critical Reading as Critical Thinking	MNR	
The following course is being modified to update the course content, Moe, MOE, sample assignments and course materials:			
WEL-15	Introduction to Basic Shielded Metal Arc Welding	R	
The following course is being modified to update the SLOs, course content, Moe, MOE, sample assignments and course materials:			
WEL-16	Advanced Shielded Metal Arc Welding	R	
The following course is being modified to change the lecture hours from 18 to 27 and the laboratory hours from 54 to 27, update the SLOs, course content, Moe, MOE, and sample assignments:			
WEL-34	Metal Joining Process	R	
The following course is being modified to update the course description, SLOs, course content, Moe, MOE, sample assignments and course materials:			
WEL-35	Semi-Automatic Welding	R	
The following course is being modified to change the title from " Gas Tungsten Arc Welding Plate Materials," update the course description, SLOs, course content, Moe, MOE, sample assignments and course materials:			

Course	Title	Location	Comment
WEL-55A	Introduction to Gas Tungsten Arc Welding	R	
The following course is being modified to change the title from “ Gas Tungsten Arc Welding (GTAW),” Change the advisory to a prerequisite, update the course description, SLOs, course content, Moe, MOE, sample assignments and course materials:			
WEL-55B	Advanced Gas Tungsten Arc Welding (GTAW)	R	
<b>6. Course Exclusions:</b>			
These courses have hardly ever been offered or not at all at Norco:			
ADJ-10	Introduction to Security	N	Crosslisted with CIS-54A
ADJ-15	Narcotics	N	Crosslisted CIS not excluded
ADJ-18	Institutional and Field Services	N	Crosslisted CIS not excluded
ADJ-20	Introduction to Corrections	N	
ADJ-21	Control and Supervision in Corrections	N	Crosslisted with CSC
ADJ-22	Legal Aspects of Corrections	N	Crosslisted with CAT-54A
ADJ-25	Introduction to Probation and Parole	N	Crosslisted with CSC
ADJ-30	Introduction to Family Support Law	N	Crosslisted with CSC
EAR-23	Family Home Child Care Program	N	
EAR-37	School Age Child Care	N	
EAR-52	Parenting: Parents as Teachers	N	Crosslisted with MAT-6 not excluded
EAR-53	Parenting: Guiding Young Children	N	Crosslisted CIS not excluded
EAR-54	Parenting: Contemporary Parenting	N	Crosslisted CIS not excluded
EAR-55	Parenting: Common Problems in Infancy	N	Crosslisted with CIS not excluded
The following courses have never been offered and they are unlikely to be offered in the near future:			
REA-2	Rapid Reading	M	
REA-3	Reading for Academic Success	M	
<b>7. Course Deletions:</b>			
This course has not been offered for many years:			
ESL-90K	Special Topics in ESL: Introduction to Using the Internet	R	
The following course is no longer used in any of our certificates			
MAN-75A	Robotic Systems	N	
This course has not been offered for several years, and the discipline does not plan to offer it in the future:			
REA-87	Reading Clinic	R	
No longer used in any of our certificates. If it is used we will also be deleting any certificate that this course is used in:			
SCT-2	Supply Chain Technology Analysis and Models	N	
SCT-3	Supply Chain Technology	N	
SCT-4	Transportation Technology and Vehicle Routing	N	
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			

Course	Title	Location	Comment
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

Adjourned: 5:25 p.m.

# District Curriculum Committee

## Minutes

November 19, 2015 3:30 p.m.

Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair

Meeting Called to Order: 4:15

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas/absent

Administrative Support: Naomi Foley; Debbie McDowell

Guests: Carol Farrar, Dean of Instruction, Norco

Steven Schmidt, Tech Review Chair

- I. Approval of the Agenda as amended/MSC/Quin/Burchett/Unanimous  
Add under “New Business, item b. “Additional Degree Requirements”
- II. Approval of the Minutes as amended (November 5, 2015)/MSC/Burchett/Quin  
Revise IV.a., first bullet to say ...Carolyn reminded everyone that “*the district*” lost...
- III. Open Hearing- N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – Heard good information from their Articulation Officer and Carolyn felt that the chairs should start reading the C-ID newsletter regularly to stay updated. Carolyn asked if anyone has considered the new AoEs for Social Justice or Global Studies. Discussed recommendation from Counseling regarding Additional Degree Requirements. Carolyn attended the Fall 2015 Curriculum Regional Meeting on November 14<sup>th</sup>. She went to the SLOs and Objectives session and will send her report on the meeting to the chairs.
    - ii. Norco/District – Discussed By-laws for Norco Curriculum Committee. A question was brought up as to whether or not students can vote. Carolyn stated that they had to revise their By-laws because they were told non-faculty are not allowed to vote since curriculum is solely the responsibility of faculty. Riverside has a policy but no By-laws. Brian reviewed samples of By-laws from different colleges and he will prepare a document to bring forward to his next curriculum meeting. Greg would like to have a copy of both MVC’s By-laws and Brian’s draft document.



- iii. Riverside – Discussion of the rewrite of the Constitution and By-laws of the RCC Academic Senate. There is a lot of restructuring. The RCC Senate will vote in three weeks.

## V. OLD BUSINESS

- a. Extra Institutional Learning Credit  
Approved by the Norco Curriculum Committee. Brian let the Norco Senate President know that they need to put it on their agenda, but he does not know if they have voted on it yet. Discussion followed.  
**Concerns:**
  - What happens when a student has a lot of experience in a particular field of study and you have private schools giving college credit for experience to recruit and bolster their enrollment? Should we do this as a public institution? Why should someone have to take a particular course of study when they have been working a long time in that field and have plenty of experience?
  - It would be easy for a discipline to come up with a challenging test for each course. Suggestion: The student could take a couple of tests, and if they pass, they would be allowed to bypass the required course.
  - This may be more of a senate discussion. Greg wants to wait until he sees what the Norco Senate's response will be. Carolyn wants to talk to the Fire Technology Program and see what plan they might have.

## VI. NEW BUSINESS

- a. Adding MAT-53 as a course fulfilling Math Competency
  - Carolyn's understanding is that Norco and RCC approved it but the MVC math faculty did not approve it. MVC did not want to say that Geometry was equivalent to Algebra but they would be o.k. with it passing 2-1.
  - The rationale is that Geometry, MAT-53 and Intermediate Algebra are at the same level. According to Title 5 Math Competency language, the requirements are either Intermediate Algebra or another mathematics course at the same level or same rigor with Elementary Algebra as a prerequisite. MAT-53 meets that requirement. Brian will submit this topic to the Norco Senate and then to the District Senate on 11/30/15.
  - The issue of high school geometry being equivalent to college Geometry is being discussed in the Math discipline.

**Motion** – to add MAT-53 as a course fulfilling Math Competency/**MSC/Burchett/Quin (vote: 2 ayes / 1 nay) Motion Passes**

- b. Additional Degree Requirements
  - Carolyn handed out her document on additional degree requirements she put together from the recommendation she received from the District Counseling faculty. The recommendation was to create a Section E of the RCCD Gen Ed requirements and move the additional degree requirements into this section then submit to DCC. The District Curriculum Committee's motion would be to delete the additional degree requirements for RCCD for the AA and AS degree which would require an update of AP 4100. DCC's second motion would be to approve the creation of a Section E within our RCCD Gen Ed requirements and to place the current additional degree requirements in

Section E for the terminal degree only, Plan C. This would be the motion to take to the Senate. Discussion followed.

- When the Gen Ed program learning outcomes were first written, they did not write outcomes for the additional degree requirements. Would Title 5 allow us to add another section to the Gen Ed?
- Does not seem appropriate for the DCC to approve changing the GE when there is a workgroup that is tasked to do that. This may cause some confusion with the disciplines and they should be notified of these changes before DCC approves it. Also, there is a concern about approving changes to the Gen Ed Program from a recommendation coming from Counseling.
- Greg suggested to Carolyn to put motion 2b. before motion 2a. Need some clarity. The chairs will take this to their next committee meeting for discussion.

## VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses:</b>			
This course will enhance the current offering of honors courses and be the first psychology honors course:			
PSY-1H	Honors General Psychology	MNR	
<b>Motion</b> – to approve new course PSY-1H/MS/Quin/Burchett/Unanimous			
<b>2. New Stand Alone Courses</b>			
The course is designed to meet lower-division transfer requirements for CSU San Bernardino and CSU Fullerton for communication majors, and fulfill general education requirements at most transfer institutions:			
COM-20	Introduction to Communication Theory	NR	
<b>Motion</b> – to approve new stand-alone course COM-20/MS/Burchett/Quin/ (vote: 2 ayes / 1 abstention) Passed.			
This course combines two one-unit courses (ESL 90E and 90J) into one two-unit course in order to integrate related skills, provide context to the students, and accelerate learning:			
ESL-90P	Mastering Academic Vocabulary	MNR	
<b>Motion</b> – to approve new stand-alone course ESL-90P/MS/Quin/Burchett/Unanimous			
These courses will be added to the Associate in Arts for Transfer degree and are C-ID compliant:			
GEG-7	Map Interpretation and Analysis	MR	
GEG-8	Introduction to Geographic Information Systems and Techniques, with Lab	MR	
Carolyn stated that these classes will require a map library, some software, and a larger copier for over-sized maps. Does not call for any Library review. There is a financial consideration to include these courses.			
<b>Motion</b> – to approve new stand-alone courses GEG-7 and GEG-8/MS/Quin/Burchett/Unanimous			
This course will replace MUS-37 with two leveled courses to accommodate more advanced players:			
MUS-96A	Class Guitar I	NR	<b>Tabled at last meeting</b>
It is not replacing MUS-37, it is a leveling class. MVC wants to keep MUS-37. Norco un-tabled it and approved it.			
<b>Motion</b> – to approve new stand-alone course MUS-96A/MS/Burchett/Quin (vote: 2 ayes / 1 abstention) Passed.			
<b>3. Course Inclusions:</b>			
Both Moreno Valley and Norco College would like to add these courses to their inventory in order to expand their current offering and also to replace ART-8:			
ART-13	Pre-Columbian Art History	MN	
ART-14	Latin American Art: Colonial to the Present	MN	
Library wanted to let them know that Art History books and databases can be expensive			
<b>Motion</b> – to approve course inclusions ART-13 and ART 14/MS/Quin/Burchett/ Motion Passed			
<b>4. Distance Education:</b>			
COM-20	Introduction to Communication Theory	NR	Hybrid and online
<b>Motion</b> – to approve Distance Education COM-20/MS/Burchett/Johnson (vote: 1 aye / 1 nay) Motion Failed			
It was not approved at Norco. Needs an extra sentence or two. Brian to talk to the faculty member about the changes needed and bring back to the next meeting.			

Course	Title	Location	Comment
<b>5. Major Course Modifications:</b>			
The following course is being modified to add an advisory of “qualification for ENG-1A,” to reduce the SLOs, update the course content, MOE, and course materials:			
REA-4	Critical Reading as Critical Thinking	MNR	Pulled
<b>Motion</b> – to approve Major Course Modification REA-4/ <b>MSC/Burchett/Quin/Unanimous</b> Passed at MVC.			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions:</b>			
Course has been replaced by ESL-90M:			
ESL-90C	Special Topics In ESL: Preposition Review	NR	
This course has been replaced by ESL-90M:			
ESL-90G	Special Topics in ESL: Mastering Articles: A, An, and The	NR	
These courses have been replaced by ESL-90L a 2 unit course which is a combination of the material covered in ESL-90I and 90H:			
ESL-90H	Special Topics in ESL: Phrases and Clauses	NR	
ESL-90I	Special Topics in ESL: Punctuation Review	NR	
This course will be replaced by ESL-90P a 2-unit course that covers the material in both ESL-90E and 90J:			
ESL-90J	Special Topics in ESL: Spelling Review	NR	
<b>Motion</b> – to approve course deletions above/ <b>MSC/Quin/Burchett/Unanimous</b>			
<b>8. New State Approved Certificates/Degrees:</b>			
<b>9. New Locally Approved Certificate:</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

VII. Information Items – *HIS-2H was postponed. ADJ transcript degree was approved at Norco Senate. Medical Assisting was approved at MVC.*

Course	Title	Location	Comment
<b>1. New Courses:</b>			
The course was deleted in 2011 but is being revived and will be part of a new Information Security certificate:			
CIS-21A	Linux Operating System Administration	R	Cross listed with CSC-21A will create that course as soon as TR reviews so they will be identical.
This course will be compatible with the C-ID descriptor ITIS 165 and will be added as an option in the associate in transfer degree:			
CIS-27A	Computer Forensics Fundamentals	R	
This course will enhance the current offering of honors courses:			
<b>2. New Stand Alone Courses</b>			
This course is intended to develop academic success strategies for incoming or returning at-risk students.			
ILA-3	Student Resiliency	R	Non degree credit
<b>3. Course Inclusions:</b>			
Moreno Valley College would like to expand their current art history offerings:			
ART-7	Women Artists in History	M	
ART-9	African Art History	M	

Course	Title	Location	Comment
The following courses will be used for a new Literary magazine :			
ENG-17A	Literary Magazine Production: Beginning	N	
ENG-17B	Literary Magazine Production: Intermediate	N	
ENG-17C	Literary Magazine Production: Advanced	N	
<b>4. Distance Education:</b>			
COM-20	Introduction to Communication Theory	NR	Hybrid and online
<b>5. Major Course Modifications:</b>			
This course is being modified to be compliant with Transfer Model Curriculum. C-ID Descriptor: ITIS 160 Introduction to Information-Systems Security. Transfers to CSUSB course IST 275 by changing the prerequisite from CIS-23 to CIS-1A or CIS-23 and updating the course description, SLOs, course content, MOI, MOE, Sample assignments and course content:			
CIS-27	Information and Network Security	R	
The following courses are being updated to link to the new GESLOs and to update the course materials:			
ENG-38	Introduction to Screenwriting	R	
ENG-39	Screenwriting II	R	Pulled from R
The following courses are being modified to update the entry skills, and sample assignments:			
HIS-21	History of Ancient Greece	M	
HIS-22	History of Ancient Rome	M	
The following course is being modified to update the SLOs, course description, course content, sample assignments and course materials:			
KIN-14	Athletic and Fitness Organization and Administration	R	
The following courses are being modified to update the SLOs, and course materials:			
KIN-V12	Cross Country, Varsity, Women	R	
KIN-V14	Track and Field, Varsity, Women	R	
<b>6. Course Exclusions:</b>			
The following courses have not been offered as CAT courses and there are no plans to do so in the future:			
CAT-54A	Introduction to Flash	N	Crosslisted with CIS-54A
CAT-78B	Advanced Adobe Photoshop	N	Crosslisted CIS not excluded
CAT-81	Introduction to Desktop Publishing using Adobe InDesign	N	Crosslisted CIS not excluded
These courses have never been offered and there are no plans to offer in the future:			
CIS-14B	Web Programming: Active Server Pages	N	
CIS-18D	Data Structure and Algorithms	N	Crosslisted with CSC
CIS-54A	Introduction to Flash	N	Crosslisted with CAT-54A
CIS-61	Introduction to Database Theory	N	Crosslisted with CSC
CIS-63	Introduction to Structured Query	N	Crosslisted with CSC
CIS-72C	Introduction to XML	N	
CIS-76A	Introduction to Microsoft Expression Web	N	
CSC-6	Discrete Mathematics for Computer Science	N	Crosslisted with MAT-6 not excluded
These courses are being offered as CIS courses and there are no plans in the future to offer them as CSC:			
CSC-17B	C++ Programming: Advanced Objects	N	Crosslisted CIS not excluded

Course	Title	Location	Comment
CSC-17C	C++ Programming: Data Structures	N	Crosslisted CIS not excluded
CSC-18B	Java Programming: Advanced Objects	N	Crosslisted with CIS not excluded
CSC-18C	Java Programming: Data Structures	N	Crosslisted with CIS not excluded
CSC-18D	Data Structure and Algorithms	N	Crosslisted with CIS-18D
CSC-21	Introduction to Operating Systems	N	Crosslisted with CIS not excluded
These courses have never been offered and there are no plans to do so in the future:			
CSC-61	Introduction to Database Theory	N	
CSC-63	Introduction to Structured Query	N	
The Communication Studies does not have the need, staff, or demand for these courses:			
COM-5	Parliamentary Procedure	N	Never been offered
COM-19	Reader's Theater	N	Never been offered
These courses are no longer part of a degree/certificate:			
ENE-1A	Plane Surveying, I	N	
ENE-1B	Plane Surveying, II	N	
This course has never been offered and the discipline does not plan on offering it in the future:			
ENG-18	Survey of Native American Literature	N	
The Journalism discipline does not have the need, staff, or demand for this course:			
JOU-1	Introduction to Journalism	N	Last offered in Fall 2010
<b>7. Course Deletions:</b>			
This course will be replaced by ESL-90P a 2-unit course that covers the material in both ESL-90E and 90J:			
ESL-90E	Special Topics in ESL: Academic Vocabulary	R	
This class is longer an up to date for the state fire marshal:			
FIT-13	Fire Instructor 3, Master Instructor	M	
<b>8. New State Approved Certificates/Degrees:</b>			
Associate in Science in Administration of Justice for Transfer if senate has approved			N
<b>9. New Locally Approved Certificate:</b>			
Conventional Machine Operator if senate has approved			N
Entrepreneurship: Finance/Legal Issues if senate has approved			N
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
Computerized Numerical Control (CNC) Operator			N
Associate in Arts in Economics for Transfer			R
Medical Assisting			M
Medical Transcription			M
<b>11. Deletion of Certificate/Degrees: None</b>			

Adjourned: 5:30 p.m.

# District Curriculum Committee

## Minutes

November 5, 2015 3:30 p.m.  
Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 4:55

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas/absent

Administrative Support: Naomi Foley (absent), Debbie McDowell; Toni Van Buhler;  
Lorena Franco

Guests: Kevin Fleming, Dean of CTE, Norco

- I. Approval of the Agenda/MSQ/Quin/Burchett/Unanimous
- II. Approval of the Minutes (October 15, 2015)/MSQ/Burchett/Quin/Unanimous
- III. Open Hearing – N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley
      - Good meeting. Carolyn reminded everyone that the District lost their C-ID approval for PHY-4C, and according to their articulation officer, could potentially lose articulation with UC. The rationale was that C-ID wants a couple of topics that are in RCC's PHY-4D to be included in their PHY-4C. A suggestion was that they could come up with brand new courses with new numbers.
      - Carolyn had a question for the group concerning AP 4260 - Prerequisite Validation, "Since MVC did validate MAT 52 for CHE 2A, why can't that validation be shared across the district so the other two colleges would not have to do it?" It was suggested that Carolyn forward the validation to the college committee chairs to forward to their disciplines and they can use it if they like. The MVC committee passed the motion that prerequisite validation does not have to be done again until 2021.
      - MVC approved all the Dental Hygiene courses which increased the unit total by 1.5 units for the program. All courses that have not been taught since 2012 were removed from TracDat.
    - ii. Norco/District

- Approved the credit for extra institutional learning. This statement will be included in the next catalog.
  - Discussion on possibly taking out the extra graduation requirements for those students who are opting to take the CSUGE or the IGETC path. Further discussion to take place.
  - Camp Curriculum went well last October.
  - Did not approve MUS-96A because they didn't understand why it says it is replacing MUS-37. It is not replacing MUS-37 but is a leveled version of class guitar and they are going to do a MUS-96A and B. MVC is keeping MUS-37 and are not going to a leveled guitar class. MUS-37 will remain a non-repeatable guitar class plus there is going to be a leveling of two, an A and B. Norco looked at COM-1H, COM-2 and COM-5 and found there were missing items so they were not approved, but a day or two later, the information showed up! Someone may have called Naomi about it and she fixed it.
  - Currently the math requirement for an AA degree is math 35. Throughout the district, the math faculty discipline is voting on allowing the option of math 53 as meeting the math degree requirement also. Both courses are considered the same level so why not allow students to choose? The only issue is that the Geometry course does not lead to anything. Norco expects it to pass.
- iii. Riverside – Postponed the vote on COM-13, the reason being there is not much in their course content. They would like to see the course content enhanced a bit.
- The math discipline is talking about doing an accelerated course. They want to limit enrollment by using a combination of an entrance exam and/or an audition in front of the faculty member. They also want to give a student who takes math 52 an entrance exam to go to the next course. Greg asked them to provide him with a rationale of what they are trying to do and submit it to DCC to help them in the right direction.
  - Greg's participation, as District Curriculum Chair, was requested at one of the accreditation meetings to answer questions on assessment, and it went fairly well. Spoke about META and how it is going to be more user-friendly.

V. OLD BUSINESS – N/A

VI. NEW BUSINESS – N/A

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
This course will replace MUS-37 with two leveled courses to accommodate more advanced players:			
MUS-96A	Class Guitar I	NR	<b>Tabled</b>
It was tabled which will require a motion, a second and require a 2/3's vote to take it off the table. Better to postpone. Question: Since it is supposed to be a leveled course, should we wait until there is a 96B and look at them at the same time?			
<b>3. Course Inclusions:</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			

Course	Title	Location	Comment
The following courses are being updated to link to the new GESLOs and to update the course materials:			
COM-1	Public Speaking	MNR	
COM-1H	Honors Public Speaking	MNR	Denied at NC
COM-2	Persuasion in Rhetorical Perspective	MNR	Denied at NC
COM-3	Argumentation and Debate	MNR	
COM-5	Parliamentary Procedure	NR	Denied at NC
If the COM-5 entry skill is there now, Brian would feel comfortable overriding his committee's denial to approve all in one batch.			
The following course is being modified to update the SLOs, course content, sample assignments and course materials:			
COM-6	Dynamics of Small Group Communication	MNR	
The following course is being modified to update the SLOs, MOI, and course materials:			
COM-7	Oral Interpretation of Literature	MNR	
The following courses are being modified to updated the SLOs and to link to the new GESLOs and to update the course materials:			
COM-9	Interpersonal Communication	MNR	
COM-9H	Honors Interpersonal Communication	MNR	
COM-11	Storytelling	NR	
The following course is being modified to link the SLOs to the GESLOs:			
COM-13	Gender and Communication	MNR	Postponed at RCC
The following course is being updated to link to the new GESLOs and to update the sample assignments and the course materials:			
COM-19	Reader's Theater	NR	
The following course is being modified to update the SLOs, course content, sample assignments and course materials:			
MUS-25	Jazz Appreciation	MNR	
<b>Motion</b> – to approve all Major Course Modifications above/ <b>MSC/Burchett/Quin (1-nay / COM-5)</b>			
<b>6. Course Exclusions:</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			

### VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
Currently, the only Hip-Hop class offered at RCC is a multi-leveled course. In order to refine movement technique and advance appropriate dance students, we need to separate the Hip-Hop class into a beginning level class and an intermediate level class:			
DAN-D31B	Hip-Hop Dance - Intermediate	R	



Course	Title	Location	Comment
This course is one of five new courses which will be combined with six existing courses in order to provide a series of five stackable certificates leading to an Associate of Science degree in Quality Assurance Management. Each certificate follows the body of knowledge presented by internationally recognized certification exams:			
MAG-73	Quality Inspection and Test	R	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to update the course description, SLO, course content, MOI, MOE, sample assignments and course materials.			
AUT-52A	Automotive Tune-up and Electrical Systems	R	
The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
BIO-15	Soil Science and Management Laboratory	R	
The following course is being modified to change the units from 1 to 1.5 and the lecture hours from 18 to 27, to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-16	Preventive Dentistry	M	
The following course is being modified to change the units from 1.5 to 2.5 and the lecture hours from 25 to 27 and 36 to 54 laboratory hours, to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-19	Pain Control	M	
The following course is being modified to change the units from 3 to 2.5 and change the lecture hours from 54 to 45 and to add a prerequisite of "DEH-10B and 19," and to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-27	Oral Pathology	M	
The following course is being modified to add a prerequisite of "DEH-20B," to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-30A	Clinical Dental Hygiene #3	M	
The following course is being modified to add a prerequisite of DEH-30A, 31, 32, 33, 34, 35, 36 and 37," update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-30B	Clinical Dental Hygiene #4	M	
The following course is being modified to add a prerequisite of "DEH-20B," to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-31	Clinical Seminar #2	M	
The following course is being modified to add a prerequisite of DEH-20B, change the units from 2.5 to 3, change the lecture hours from 36 to 40, change the laboratory hours from 27 to 45, update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-32	Dental Materials	M	
The following courses are being modified to add a prerequisite of DEH-20B, update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-33	Periodontology	M	
DEH-34	Community Dental Health Ed #1	M	
DEH-35	Community Dental Health Education Practicum #1	M	
DEH-36	Research Methodology	M	
DEH-37	Nutrition in Dentistry	M	
The following courses are being modified to add a prerequisite of DEH-30B, update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-40	Clinical Dental Hygiene #5	M	
DEH-41	Clinical Seminar #3	M	

Course	Title	Location	Comment
DEH-42	Practice Management and Jurisprudence	M	
DEH-43	Advanced Periodontology	M	
DEH-44	Community Dental Health Education #2	M	
DEH-45	Community Dental Health Education Practicum #2	M	
DEH-46	Advanced Topics in Dental Hygiene	M	
<b>6. Course Exclusions:</b>			
The following courses have not been offered at MVC for either many years or not at all:			
KIN-36	Wellness: Lifestyle Choices	M	
KIN-38	Stress Management	M	
KIN-A11	Tennis, Beginning	M	
KIN-A12	Tennis, Intermediate	M	
KIN-A13	Tennis, Advanced	M	
KIN-A43	T'ai-chi Ch'uan, Beginning	M	
KIN-A44	T'ai-chi Ch'uan, Intermediate	M	
KIN-A83	Kickboxing Aerobics	M	
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate:</b>			
Certificate of Achievement of Business Information Worker If Senate has approved			R
<b>10. Modification to State/Locally Approved Certificate/Degrees:</b>			
Stick Welding			R
TIG Welding			R
Wire Welding			R
<b>11. Deletion of Certificate/Degrees: None</b>			
<b>12. Modification to Discipline Name</b>			
Commercial Music (MUC) to Music Industry Studies (MIS)			N

**Adjourned: 5:20 p.m.**

# District Curriculum Committee

## Minutes

October 15, 2015 3:30 p.m.  
Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 5:05

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley, Debbie McDowell

Guests: Diane Dieckmeyer, Vice President, Norco

- I. Approval of the Agenda as amended/MSQ/Quin/Burchett/Unanimous  
Add to “VII. Approvals” – ILA 800; remove from “VIII. Information Items” – BIO 15, DEH 16, 19 and 27, and remove #8. New State Approved Certificate/Degree.
- II. Approval of the Minutes (October 1, 2015)/MSQ/Burchett/Quin/Unanimous
- III. Open Hearing – N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – Had a lot of approvals for Dental Hygiene. They had a good discussion on the additional degrees requirements. A process is needed to address the additional degree requirements. The following are questions from the committee:  
(1) Could they just use the GE process used in 2014? They suggested deleting them, revising them, or give students more options. Two of the options that they are very adamant about is KIN-10 and GUI-48. They used the CSU self-development sample courses as ideas for additional degree requirements, but on the KIN-10 issue, that had been one of those blanket approvals that the evaluators had been using, and it was indicated that this process needs to stop. They have 90 students in KIN-10 who were counting on it for additional degree requirements and now they have been told it will not count. (2) Could ATS be optional? (3) Could the additional degree requirements be folded into the GE program since there is a self-development outcome? They were asked by their academic senate to submit a recommendation.

- ii. Norco/District – They were going to vote on the credit for extra institutional learning but it didn’t get on the agenda so they will vote on it at their next meeting. They had a discussion on how units are calculated. The committee’s reaction was mixed. There was discussion regarding additional degree requirements, e.g., Riverside math and Norco math have just voted on having MAT-53 Geometry as a graduation requirement in place of MAT-35. Currently, MAT-35 Intermediate Algebra is the math course you need to receive an AA degree. Both MAT-53 and MAT-35 are equivalent. Some faculty felt they should get rid of Geometry altogether. Moreno Valley is reviewing these two courses in more detail before voting.
- iii. Riverside – Had seven people in attendance. They went through CurricUNET, the outline of record, discussed the integrated COR, and faculty were given an hour and a half of flex credit.

V. OLD BUSINESS

- a. Report from the GE workgroup – next meeting is scheduled for March 4, 2016.

VI. NEW BUSINESS – N/A

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to remove the Limitation on Enrollment of “student must be referred by an instructor or a counselor,” to update the course description, SLOs, course content, MOI, MOE, and sample assignments:			
ILA-800	Supervised Tutoring	MR	
<b>Motion</b> – to approve ILA-800 major course modification/Burchett/Quin/Unanimous			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

VIII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			

Course	Title	Location	Comment
The following courses will be part of the second 10 unit certificate in Entrepreneurship:			
BUS-31	Financing Your Business	N	
BUS-33	Business Structure and Legal Issues	N	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-10B	Pre-Clinical Dental Hygiene #2	M	
The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-17	General Pathology	M	
The following courses have been modified to add a prerequisite of “DEH-10B and 19,” and to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-20A	Clinical Dental Hygiene #1	M	
The following courses have been modified to add a prerequisite of “DEH-20A, 21, 22, 23, 24, 25,26, 27, and 28,” and to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-20B	Clinical Dental Hygiene #2	M	
The following courses have been modified to add a prerequisite of “DEH-10B and 19,” and to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-21	Clinical Seminar #1	M	
DEH-22	Oral Radiology Interpretation	M	
DEH-23	Introduction to Periodontology	M	
DEH-24	Ethics	M	
DEH-25	Medical and Dental Emergencies	M	
DEH-26	Dental Treatment of Geriatric and Medically Compromised Patients	M	
The following course has been modified to add a prerequisite of “DEH-10B and 19,” and to update the SLOs, course content, MOI, MOE, sample assignments and course materials:			
DEH-28	Basic and Applied Pharmacology	M	
<b>6. Course Exclusions:</b>			
The following courses have not been offered in the past 3 years and they don’t anticipate offering them in the future:			
ACC-38	Managerial Accounting	N	
BUS-53	Introduction to Personal Finance	N	
BUS-70	Introduction to Organization Development	N	
MAG-52	Employee Training and Development	N	
MAG-70	Introduction to Organization Development	N	
MKT-50	Marketing Research	N	
RLE-84	Real Estate Appraisal	N	
RLE-86	Escrow Procedures	N	
<b>7. Course Deletions:</b>			
The following courses are outdated and have been replaced:			

Course	Title	Location	Comment
FIT-I2A	Instructor 2A, Techniques of Evaluation	M	
FIT-I2C	Instructor 2C, Employing Audio Visual Aids	M	
<b>8. New State Approved Certificates/Degrees:</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

**Adjournment: 5:17 p.m.**

# District Curriculum Committee

## Minutes

October 1, 2015 3:30 p.m.  
Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 4:30

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley, Debbie McDowell

Guests: Carol Farrar, Dean of Instruction Academic Affairs, Norco

- I. Approval of the Agenda as amended/MSB/Burchett/Quin/Unanimous
  - Add under “New Business” Norco Physics ADT and Report from New Gen Ed Workgroup
- II. Approval of the Minutes (September 17, 2015)/MSB/Quin/Burchett/Unanimous
- III. Open Hearing – N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – Had a good discussion meeting. They excluded the BIO-31A and B, and Carolyn stated that they had never taught it before. Discussed the following:
      - Mapping SLOs to PLOs and ADT degrees.
      - University of California Transfer Pathways. Held an educational summit on Basic Skills and preparing students for college.
    - ii. Norco/District – Sarah Burnett was in attendance and explained the issue she was having with getting updated SLOs and entering them into TracDat. Carol Farrar mentioned that she could help Sarah with the spreadsheet she sent out to all Norco departments listing all courses offered, last time they were offered, when they were last updated, and courses with TBAs.
      - Rex Beck is proposing that they offer credit for extra institutional learning, e.g., any on the job experience such as military, logistics, etc. They will vote on it at their next meeting. It was mentioned that the credit for extra

institutional learning might be an issue that District Academic Senate could recommend to District Academic Standards.

- Norco is holding a Camp Curriculum on October 20<sup>th</sup>.
  - **District** – Brian spoke on the issue of how to get updated SLOs into TracDat.
- iii. Riverside – RCC has been welcoming more members to their committee and Greg is working with each one of them. They talked a little bit about the course topics in addition to the course objectives. Discussed the transfer model for UC. They will be scheduling trainings for new faculty which will also include META training.

## V. OLD BUSINESS

Sylvia mentioned that the District Academic Senate will be charging the curriculum committees to look at the two new patterns developed last year one more time, and decide whether or not the local additional requirements are necessary for students taking either the CSU or IGETC pattern for completion of local degrees.

## VI. NEW BUSINESS

- a. SLO changes and assessment – discussed above. Remove from the agenda until spring.
- b. Norco Physics ADT – Norco’s Physics 4C does not have a couple of the topics that are supposed to be in the three courses in C-ID. RCC does not want to change their Physics 4D, which includes these two topics. Norco is not able to offer Physics 4D and cannot get approval for Physics 4C until these two topics are added. A couple of suggestions: (1) convince RCC to add these two topics into Physics 4C and leave Physics 4D alone, (2) Norco could continue with their ADT and not worry about it or, (3) have a lab that includes these two topics to be offered once every two years. The committee felt that suggestion #3 is an idea worth exploring and may be a creative way to rectify this situation. There would have to be interest on the part of the faculty to create a lab.
- c. Report from the New Gen Ed Workgroup – Carolyn conveyed questions from the Gen Ed Workgroup meeting on September 29th:
  - (1) Could we set up a minor modification for courses already in the GE program to align the new GE PLOs with course SLOs if there are no other changes to the COR? *This would be a major modification within CurricUNET.*
  - (2) Can we do a “work around” for minor modifications? *Needs more discussion.*
  - (3) Can we use the process already in place for GE revisions for revisions to the Additional Degree Requirements? *Needs more discussion.*
  - (4) Does the COR have to be updated and aligned with the new GE PLOs before we will approve the course into the GE Program? *Needs more discussion.*



- (5) Does a discipline have to resubmit its proposal even though the course is not officially part of the GE Program? *If these courses are coming through as Gen Ed, then that is fine. If they are coming through as additional degree requirements, we don't have a process for that. That would be a separate topic for this group to discuss. Add to the next agenda: Separate Process for Additional Degree Requirements?*
- (6) Does KIN-10 need a new proposal? *Not answered.*
- (7) Discussion of Assessment Coordinator's question asking for an assessment version of the Gen Ed PLOs.
- (8) Did Brian receive a charge from the DAS for the curriculum committees to look again at CSU GE and IGETC patterns and Additional Degree Requirements? *Carolyn has the answer.*
- (9) Do we need outcomes for the ADR? *Not answered.*

## VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

## VII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
The following course will complement and be sequential to HIS-32:			
HIS-33	Modern Latin America	R	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course is being modified to change the units from 3.5 to 3 and the lecture hours from 67 to 49.5 and laboratory hours from 16 to 13.5, also to update the course content, MOI, MOE course materials and add sample assignments:			

Course	Title	Location	Comment
DEH-14	Systems Analysis of Dental Anatomy, Morphology, Histology and Embryology	M	
<b>6. Course Deletions: None</b>			
<b>7. Course Exclusions:</b>			
These courses have never been offered at MVC:			
BIO-31A	Regional Field Biology Studies	M	
BIO-31B	Regional Field Biology Studies	M	
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

Adjourned: 5:25 p.m.

## District Curriculum Committee

Draft Minutes

September 17, 2015 3:30 p.m.

Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair

Meeting Called to Order: 3:55

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley, Toni Van Buhler, Debbie McDowell

Guests: Steven Schmidt, Tech Review Chair; Kevin Fleming, Dean, CTE, Norco

- I. Approval of the Agenda/MS/Quin/Burchett
- II. Approval of the Minutes (September 3, 2015)/MS/Quin/Burchett
- III. Open Hearing – Discussion on the Gen Ed Workgroup which is scheduled to meet on September 29<sup>th</sup> from 10:30 – 12:00 by video conferencing at each campus. Carolyn will extend an invitation to the CTE Deans to join the Gen Ed meeting. She asked the committee if any backup documents should be sent out with the agenda and the suggestion was to send Gen Ed examples from other community colleges.
  - Carolyn will send the District Curriculum Committee members all Gen Ed documents sent out last year. Are we looking to keep our Gen Ed outcomes the same and just update the courses? The committee agreed that the intent of the Gen Ed Workgroup is to make sure that all the courses in the program align with the Gen Ed outcomes and can be assessed.

*Discussion on Additional Degree Requirements:*

  - Carolyn asked, “What is the process for bringing forward petitions when courses are combined into Gen Ed outcomes?” If someone wants to put a Kinesiology course into additional degree requirements, can they use the Gen Ed process that has been developed, or do we need a separate process for updating the additional degree requirements?
  - The committee agreed that the Gen Ed Workgroup should not be working with additional degree requirements so as not to confuse faculty into believing that the additional degrees requirements are part of the Gen Ed pattern. Inclusions or exclusions for additional degree requirements are another topic for future discussion.

#### IV. Curriculum Policy & Procedure

##### a. College Updates

- i. Moreno Valley – Carolyn reported that they have a vacancy on their committee. A report from the Natural Sciences and Kinesiology Department was submitted stating they want to exclude the regional field biology study classes. No action was taken. They discussed the implementation of AP4260 as it relates to prerequisites particularly for reading, math and writing. Need to meet with math and writing and see how the prerequisite validations work out. The C-ID report and courses that have been articulated were reviewed. The Distance Ed Committee will be work on some good initiatives this fall. Today there is an Educational Summit from 8-3:00 with math, reading, English and ESL faculty from Val Verde and Moreno Valley Unified School District to speak to MVC faculty about expectations in moving students from high school to community colleges.
- ii. Norco/District – Brian reported that there are no changes to their committee. The main discussion item was the SLOs and Objectives. Discussion will be continued in future meetings. A discussion took place regarding Rex Beck’s proposal on giving credit to non-traditional institutional work. The credits would go towards a certificate or a degree. Kevin Fleming will send Rex’s links to the committee for their information. Brian had a discussion with his department in regards to their Physics ADT. The issue is that C-ID wants to add a couple of topics which are in Physics 4D, offered only at RCC. Phu Tran did not think it would hurt if Norco does not have a Physics ADT. Brian will discuss this with his committee further at their next meeting.
- iii. Riverside/State – Greg reported that they have a couple of vacancies on their committee. They welcomed Amy Vermillion to the committee and applauded Steve Schmidt for becoming the Tech Review Chair. They discussed SLOs and Objectives and the UC pathway. Greg will be meeting with the three faculty who are on the Assessment SLO subcommittee and talk about when they are needed and then they can move forward to validating and working on content review on prerequisites. Spoke a little about TBA courses and will forward Naomi’s list she compiled along with the agenda for the next meeting. Discussed the importance of the AoE revision timeline to be February to March and spoke a little about META.

#### V. OLD BUSINESS

- a. Deferment of AOE / GE proposals – The committee agreed that if someone brings forward a proposal we should say to them - “we need to delay consideration of proposals until the Gen Ed Workgroup has completed its work.”
- b. TBA option COR examples – N/A
- c. SLOs versus Objectives – Discussed in Tech Review. This is a conversation for spring.

VI. NEW BUSINESS

- a. Additional Degree Requirements – discussed above in Open Hearing.

Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses: None</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following courses are being modified to update the SLOs, and course materials:			
ANT-4	Native American Cultures	MNR	
ANT-5	Cultures of Ancient Mexico	MNR	
<b>Motion – to approve ANT-4 and ANT-5/MSC/Quin/Burchett</b>			
The following course is being modified to remove the Limitation on Enrollment of “student must be referred by an instructor or a counselor,” to update the course description, SLOs, course content, MOI, MOE, and sample assignments:			
ILA-800	Supervised Tutoring	MR	2 <sup>nd</sup> reading
<b>Postponed until next meeting.</b>			
<b>6. Course Exclusions:</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

VII. Information Items

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course has been modified to update the course description, SLOs, course content, MOE, MOI and course materials:			
BIO-9	Introduction to the Natural History of Southern California	R	
The following courses are being modified to update the course description, SLOs, course content MOI, MOE, to link the SLOs to the GESLOs, add sample assignments and update the course materials:			
BIO-31A	Regional Field Biology Studies	MR	M is excluding this course
BIO-31B	Regional Field Biology Studies	MR	M is excluding this course
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			

Course	Title	Location	Comment
FIT-M2D	Management 2D, Master Planning In the Fire	M	
<b>6. Course Exclusions:</b>			
Course has not been offered for many years:			
HUM-3	Creativity and the Imagination	N	
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

**Adjourned: 4:35**

# District Curriculum Committee

## Minutes

September 3, 2015 3:30 p.m.  
Spruce Street Conference Room 343

Chair Presiding: Brian Johnson, District Curriculum Committee Chair  
Meeting Called to Order: 3:55

### Members Present

#### Moreno Valley

Carolyn Quin, College Curriculum Committee Chair

#### Riverside

Greg Burchett, College Curriculum Committee Chair

Administrative Liaison: Sylvia Thomas

Administrative Support: Naomi Foley, Toni Van Buhler, Debbie McDowell

Guests: Steven Schmidt, Tech Review Chair

- I. Approval of the Agenda as amended/MSC/Quin/Burchett/Unanimous  
Add “TBA Options” under Old Business. Some discussion on Curriculum Institute topics. Once we transition to META, the Curriculum Handbook will need to be updated. Possible META trainings in spring.
- II. Approval of the Minutes (May 28, 2015)/MSC/Quin/Burchett/Unanimous
- III. Open Hearing – N/A
- IV. Curriculum Policy & Procedure
  - a. College Updates
    - i. Moreno Valley – First meeting is next Tuesday. Have identified a student to join the committee as a non-voting member.
    - ii. Norco/District – Brian discussed sessions he attended at the Curriculum Institute on (1) how units are calculated, (2) AOE TMCs for Social Justice and Global Studies are available, (3) discussion of alternative courses to meet the intermediate algebra requirement, and (4) discussion on SLOs vs. Objectives. Richard had previously entertained the idea of including both in the COR. Add to next agenda for further discussion.
    - iii. Riverside – Greg went to a lot of sessions held on relationships between the senate and curriculum on how to run curriculum meetings; how to have collegial dialogue with faculty, and how to diffuse issues, etc.

## V. OLD BUSINESS

- a. AOE / GE revision timeline – Keep as is until we hear from the Gen Ed Workgroup. Not expecting major revisions this year. Carolyn to seek the guidance of the Academic Senate and keep the District Senate President apprised of what’s going on. The workgroup’s first meeting will be later this month.
- b. TBA Options – Brian has mentioned to his committee that if they have TBA in their COR, then they need to include the topics that would be discussed under those hours. Naomi will send the list of TBAs to committee chairs. Agendize for further discussion at the next meeting and Brian will bring an example.

VI. NEW BUSINESS – N/A

VII. Approvals

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
<b>6. Course Exclusions:</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

VIII. Information Items – Agendize HIS-33 at RCC for next meeting.

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications: None</b>			
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

IX. Adjournment – 4:45 p.m.