

## District Curriculum Committee Meeting Minutes

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**Tuesday, May 19, 2020**                      **4:00pm-5:00pm**                      **Hosted via Zoom**

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Voting Members	Non-Voting Members/Guests
<input checked="" type="checkbox"/> Brian Johnson (Chair, MAT, NOR)	<input checked="" type="checkbox"/> Lijuan Zhai (AVC Ed Services and Institutional Effectiveness, RCCD)
<input checked="" type="checkbox"/> Susan Mills (Co-Chair, VC Ed Services)	<input checked="" type="checkbox"/> Heather Edberg (Staff, RCCD)
<input checked="" type="checkbox"/> Kelly Douglass (ENG, RCC)	<input checked="" type="checkbox"/> Bryan Nicol (Staff, RCCD)
<input checked="" type="checkbox"/> Ann Pfeifle (HIST, MVC)	<input type="checkbox"/> Rebecca Turner (Staff, RCCD)
	<input checked="" type="checkbox"/> Ellen Brown-Drinkwater (AO, RCC)
	<input checked="" type="checkbox"/> Nick Franco (AO, NOR)
	<input checked="" type="checkbox"/> Jeanne Howard (AO, MVC)
	<input checked="" type="checkbox"/> Sabina Fernandez (Staff, MVC)
	<input checked="" type="checkbox"/> Casandra Greene (Staff, RCC)
	<input checked="" type="checkbox"/> Steven Schmidt (MUS, RCC, Chair/District Technical Review Comm.)
	<input checked="" type="checkbox"/> Nicole Brown (Staff, NOR)

### Zoom Information

<https://cccconfer.zoom.us/j/97116588406>

+1 669 900 6833 (US Toll)

Meeting ID: 971 1658 8406

### Agenda and Minutes

1. Approval of Agenda
  - a. 1<sup>st</sup> A. Pfeifle, 2<sup>nd</sup> K. Douglass
  - b. Approved, Unanimous
2. Approval of Minutes - May 5, 2020
  - a. 1<sup>st</sup> A. Pfeifle, 2<sup>nd</sup> K. Douglass
  - b. Approved, Unanimous

### Reports from Colleges

1. Moreno Valley
  - a. The draft of the new DE addendum was shared at the last college meeting.
2. Norco
  - a. Information about the emergency DE form was shared, and the committee was informed that a new standard form would also be coming forward soon. A few emergency forms have already been submitted by faculty.

- b. One of the questions received was if the form needs to be submitted by the discipline faculty at each college or if it is district wide. For example, the different colleges may have different intentions on how to offer the same course. It was recommended that all DE options be selected and then each college determine whether they want to offer any courses in a specific format.
3. Riverside
  - a. The DE addendum forms were also shared at the Riverside curriculum committee.
  - b. It was announced that the curriculum institute will be fully online. There is still a registration fee of \$200.
  - c. Kelly Douglass indicated she wanted to communicate with faculty the courses that absolutely must have a DE addendum due to being scheduled in the summer so that faculty are aware of courses that will have immediate deadlines, versus course that can have an addendum proposed later on.

### **Action Items**

1. Curriculum Proposals

### **Discussion Items**

1. General Education Questions: Whole Disciplines, Criteria, and Removals – Kelly Douglass
  - a. The Academic Senate has not yet officially dissolved the Academic Standards committee into a workgroup of DCC, so the discussion regarding removing whole disciplines from the GE listing in the catalog and adding in specific courses that are GE may need to be delayed.
    - i. Ann Pfeifle – Recommended this topic be kept on the agenda, but revisited in the fall.
  - b. Brian Johnson – This may not actually be a standards issue. Curriculum approves the addition or removal of general education courses, and DCC is just asking for clarification on which classes within a discipline are considered general education.
  - c. Ann – It would be great for students and faculty to see lists of specific courses that are approved for GE. There should be a unified, streamlined way to communicate that information to students and faculty.
  - d. This topic will be delayed to the first DCC meeting in September.
2. Riverside Non-Credit Music Courses – Kelly Douglass
  - a. Three non-credit music courses were approved at the very last meeting of 2019 and they were sent to the Board and were approved. Kelly Douglass and Steven Schmidt determined the courses would need significant revisions before they could be offered. MUS faculty had used a college that offered these courses as a model, but it was determined that there were issues with the non-credit courses at that college.
  - b. Casandra Greene indicated she did not submit to the courses to COCI, has not entered them into catalog, and is awaiting confirmation from Kelly Douglass and

- Steven Schmidt before moving forward with them.
- c. Ann Pfeifle – Board approved courses do not need to be submitted to the state or placed in the catalog if there is no intention to offer them at all. Faculty can perform a major modification in order to revise them.
  - d. The classes should not be offered and whenever faculty want to revise them, they will need to submit major modifications in Meta.
3. Non-Credit Certificate Set Up in Colleague – Kelly Douglass
- a. This was a question that was raised at the Riverside curriculum committee earlier in the year. What is the status of the ability to generate non-credit certificates out of colleague?
    - i. Casandra Greene – Riverside curriculum faculty had concerns about the significant amount of non-credit that was proposed without the infrastructure in place to support it. However, it appears that in the fall, students should be able to register for non-credit courses.
    - ii. Bryan Nicol – The coordinators will begin building non-credit certificates into Colleague in the next two weeks. Once the certificates have been created, they will reach out to Beth Watts and Jeanine Gardner to test awarding.

### **Supporting Documents**

1. New Programs
  - a. IT Technician Pathway: Cybersecurity Analyst
  - b. IT Technician Pathway: Cybersecurity Specialist
  - c. Optoelectronics
  - d. Business Information Worker Essential Preparation: Workplace Communication
  - e. Business Information Worker Essential Preparation: Workplace Decision Making
  - f. Successful Career Transitions
2. Program Modifications
  - a. Architectural Graphics
  - b. Drafting Technology
  - c. 3D Mechanical Drafting

*Notice is Hereby Given That Pursuant to Executive Order N-29-20 the Riverside Community College District Curriculum Committee will meet on May 19, 2020 via Zoom Conferencing.*

*Consistent with Executive Order N-29-20 and Government Code sections 54953.2, 54954.1, 54954.2, and 54957.5, the Riverside Community College District Curriculum Committee will provide to individuals with disabilities reasonable modification or accommodation including an alternate, accessible version of all meeting materials. To request an accommodation, please contact [techreview@rccd.edu](mailto:techreview@rccd.edu) at least one week prior to the meeting. Requests received after this time will be honored when possible.*

*Members of the public wishing to comment on an agenda item or other topic within the purview of the Riverside Community College District Curriculum Committee will be given the opportunity via Zoom or may submit commentary to [techreview@rccd.edu](mailto:techreview@rccd.edu).*

# District Curriculum Committee Notes

Votes by Member for 05/19/2020

## Courses

### Course Exclusions

		M	N	R	Action	Douclass	Johnson	Pfeifle
ADJ 23	Criminal Justice Report Writing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y

### Course Inclusions

		M	N	R	Action	Douclass	Johnson	Pfeifle
ADJ 19	Introduction to Policing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y

### Course Major Modifications

		M	N	R	Action	Douclass	Johnson	Pfeifle
AUB 50	Introduction to Automotive Collision Repair	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 51	Automotive Non-Structural Collision Repair and Estimating	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 52	Automotive Refinishing and Paint	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 53	Automotive Collision Repair Special Projects	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 54	Automotive Structural Collision Repair and Frame	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 55	Automotive Advanced Refinishing and Custom Paint	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 56	Automotive Technology for the Automotive Collision Specialist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 57	Antique and Classic Auto Restoration and Fabrication	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 59A	Automotive Collision Service and Repair	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 59B	Automotive Refinishing Service and Repair	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 60	Automotive Trim and Upholstery I	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
AUB 61	Automotive Trim and Upholstery II	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
CAT 98B	Advanced Excel	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	A	Y
CIS 98B	Advanced Excel	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	A	Y
ENG 16	Introduction to Linguistics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y

## Courses

### Course Major Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
ESL 801	ESL Support for Career and Technical Programs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y
Faculty have indicated that they intended to make this a variable unit course. Kelly will follow up with faculty and this proposal will return to the college level for another review and vote.								
KIN 30	First Aid and CPR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
MAT 36	Trigonometry	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
THE 34	Scene Study in Various Theatrical Styles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
THE 4	Play Practicum-Special Projects Lab II	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
THE 55	Beginning Musical Theatre I	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
THE 56	Beginning Musical Theatre II	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y

### Course Minor Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
WEL 34	Metal Joining Process	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 65A	Beginning Shielded Metal Arc Welding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 65B	Advanced Shielded Metal Arc Welding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 75A	Gas Metal Arc Welding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 75B	Flux Cored Arc Welding (FCAW)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 85A	American Welding Society/Los Angeles City Welding I	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 85B	American Welding Society/Los Angeles City Welding II	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 95A	Introduction to Gas Tungsten Arc Welding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
WEL 95B	Advanced Gas Tungsten Arc Welding (GTAW)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y

### Distance Education

		M	N	R	Action	Douglass	Johnson	Pfeifle
KIN 30DE	First Aid and CPR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	A	Y
MDA 50DE	Medical Assisting Core	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y

## Courses

### New Courses

		M	N	R	Action	Douclass	Johnson	Pfeifle
CAT 810	Time Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
CAT 811	High Impact Presentations and Proposals for the Work Place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
CAT 812	Workplace Communication Strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y

## Programs

### New Programs

		M	N	R	Action	Douclass	Johnson	Pfeifle
<b>Certificate</b>								
CIS	IT Technician Pathway Certificate in Cybersecurity Analyst	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y
CIS	IT Technician Pathway: Cybersecurity Specialist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y
LOT	Optoelectronics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y
Will be brought back to Norco to vote down.								

### **Non-Credit Certificate**

CAT	Business Information Worker Essential Preparation: Workplace Communication Certificate of Completion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y
CAT	Business Information Worker Essential Preparation: Workplace Communication Certificate of Completion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y
Holding for documentation.								
CAT	Business Information Worker Essential Preparation: Workplace Decision Making and Time Management Certificate of Completion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y
CAT	Business Information Worker Essential Preparation: Workplace Decision Making and Time Management Certificate of Completion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y
Holding for documentation.								
PDS	Successful Career Transitions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y

### Program Modifications

		M	N	R	Action	Douclass	Johnson	Pfeifle
<b>Degree &amp; Certificate</b>								
ARE	Architectural Graphics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y
DFT	Drafting Technology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y

# Programs

## Program Modifications

M N R Action

Douclass

Johnson

Pfeifle

ENE

3D Mechanical Drafting

Approved

Y

Y

Y