

## District Curriculum Committee Meeting Agenda

**Tuesday, March 16, 2021**

**4:00-5:00pm**

**Hosted Via Zoom**

Committee Members	Guests
<input type="checkbox"/> Ann Pfeifle (Chair, MVC)	<input type="checkbox"/> Lijuan Zhai (AVC Ed Services and Institutional Effectiveness, RCCD)
<input type="checkbox"/> Jeannie Kim (Co-Chair, VC Ed. Services)	<input type="checkbox"/> Steven Schmidt (MUS, RCC)
<input type="checkbox"/> Kelly Douglass (ENG, RCC)	<input type="checkbox"/> Bryan Nicol (Staff, RCCD)
<input type="checkbox"/> Brian Johnson (MAT, NOR)	<input type="checkbox"/> Ellen Brown-Drinkwater (AO, RCC)
	<input type="checkbox"/> Nick Franco (AO, NOR)
	<input type="checkbox"/> Jeanne Howard (AO, MVC)
	<input type="checkbox"/> Sabina Fernandez (Staff, MVC)
	<input type="checkbox"/> Casandra Greene (Staff, RCC)
	<input type="checkbox"/> Nicole Brown (Staff, NOR)
Additional Guests:	

### **Zoom Information**

<https://cccconfer.zoom.us/j/98843071018>

+1 669 900 6833 (US Toll)

Meeting ID: 988 4307 1018

### **Agenda and Minutes**

1. Approval of Agenda
2. Approval of Minutes – March 2, 2020

### **Reports from Colleges**

1. Moreno Valley
2. Norco
3. Riverside

### **Action Items**

1. Curriculum Proposals

### **Discussion Items**

1. Final Draft of DE Statement – Kelly Douglass
2. Prerequisites and Placement – Kelly Douglass
3. Catalog Addendum – Ellen Brown-Drinkwater

**Program Documentation**

## 1. RIV Non-Credit Remote Work Productivity Essentials

*Notice is Hereby Given That Pursuant to Executive Order N-29-20 the Riverside Community College District Curriculum Committee will meet on March 16, 2021 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

Proposals for Review for Meeting: 03/16/2021

## Courses

### Course Inclusions

		M	N	R	Discussion	Action
APP 450	<b>Apprenticeship Work Experience</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Rationale:</b>	Course adoption is needed to support MVC registered and approved apprenticeship programs, IT Support and Cybersecurity Specialist.					
<b>Tech Review:</b>	Approved, 3/2/2021 TOP code is missing on the APP 450 COR.					
<b>MOV:</b>	Approved, 3/9/2021	<b>NOR:</b>	Info Item, 3/9/2021	<b>RIV:</b>	Info Item, 3/9/2021	
MAT 12H	<b>Honors Statistics</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Rationale:</b>	The MVC Math department wants honors students to get the opportunity to challenge themselves with Honors Statistics and take advantage of the many program benefits, such as: transfer agreements including priority admission; honors-to-honors admission; and access to special scholarships available only to honors transfer students—especially those intended for programs requiring Statistics or Mathematics. Students will be more prepared for their upper division undergraduate work and make their application more competitive when they are ready to transfer. By once again offering Honors Statistics at MVC, students who complete the course will have a better chance of getting into and succeeding in their preferred programs of study when they transfer.					
<b>Tech Review:</b>	Approved, 3/2/2021					
<b>MOV:</b>	Approved, 3/9/2021	<b>NOR:</b>	Info Item, 3/9/2021	<b>RIV:</b>	Info Item, 3/9/2021	

### Course Major Modifications

		M	N	R	Discussion	Action
<b>H</b> ART 41A	<b>Figure Painting-Introduction</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Norco vote.	
<b>Rationale:</b>	Comply with repeatability					
<b>Tech Review:</b>	Approved, 11/3/2020					
<b>MOV:</b>	Info Item, 11/10/2020	<b>NOR:</b>	Approved, 3/9/2021	<b>RIV:</b>	Approved, 11/10/2020	
FTV 45A	<b>Beginning Television News Production</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>Rationale:</b>	Revision					
<b>Tech Review:</b>	Approved, 3/2/2021					
<b>MOV:</b>	Info Item, 3/9/2021	<b>NOR:</b>	Info Item, 3/9/2021	<b>RIV:</b>	Approved, 3/9/2021	
<b>H</b> PHI 19	<b>Native American Thought</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty is not certain they want to proceed with the ETS crosslisting. Holding for further discussion. The originator of the PHI proposal will need to be identified.	
<b>Rationale:</b>	Crosslisted with ETS 19					
<b>Tech Review:</b>						
<b>MOV:</b>	Info Item, 11/10/2020	<b>NOR:</b>	Approved, 2/23/2021	<b>RIV:</b>	Approved, 11/10/2020	

## Courses

### New Courses

		M	N	R	Discussion	Action
<b>H</b>	<b>ETS 19</b> <b>Rationale:</b> As Ethnic Studies develops itself as a discipline in the district, and is newly required by the state under AB1460, this course offers students opportunities to fulfill the CSU Area F GE Breadth graduation requirement. <b>Tech Review:</b> Approved, 11/3/2020 Crosslisted partner is not at Tech Review. Ann will create mirror. PHI-19 will go to College level. <b>MOV:</b> Info Item, 11/10/2020 <b>NOR:</b> Approved, 11/10/2020 <b>RIV:</b> Approved, 11/10/2020	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Holding for PHI 19.	
	<b>MAG 40</b> <b>Rationale:</b> Creating a new course that is affiliated with the American Management Association. <b>Tech Review:</b> Approved, 3/2/2021 <b>MOV:</b> Info Item, 3/9/2021 <b>NOR:</b> Info Item, 3/9/2021 <b>RIV:</b> Approved, 3/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

## Disciplines

### New Disciplines

		M	N	R	Discussion	Action
	<b>APP</b> <b>Rationale:</b> Adoption of APP discipline and APP-450 are necessary to support the approved IT Support and Cybersecurity Special apprenticeship programs, in which students will obtain job-training experience with local employers and course work. <b>Tech Review:</b> Approved, 3/2/2021 <b>MOV:</b> Approved, 3/9/2021 <b>NOR:</b> Info Item, 3/9/2021 <b>RIV:</b> Info Item, 3/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

## Programs

### New Programs

#### Non-Credit Certificate

		M	N	R	Discussion	Action
	<b>CIS</b> <b>Rationale:</b> This certificate is designed to prepare students for the CIS program. <b>Tech Review:</b> Approved, 3/2/2021 <b>MOV:</b> Info Item, 3/9/2021 <b>NOR:</b> Info Item, 3/9/2021 <b>RIV:</b> Approved, 3/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

**Record –  
Non-Credit Certificates**

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**Program Outline**

**Title:** Remote Work Productivity Essentials

**College:**  Moreno Valley College     Norco College     Riverside City College

*(Please note: Programs are college specific. If multiple colleges wish to include this program, a separate proposal and college specific supporting documents are required.)*

**TOPs Code:** 070100      **CIP Code:** 110101

**Certificate is being proposed as:**

**Certificate of Completion (CDCP Eligible)**

*Please specify non-credit category:*

Short-Term Vocational       Workforce Preparation

**Certificate of Competency (CDCP Eligible)**

*Please specify non-credit category:*

English as a Second Language       Elementary and Secondary Basic Skills

**Local Non-Credit Certificate (Not CDCP Eligible; Not Submitted to State Chancellor's Office)**

*Please specify non-credit category:*

Citizenship for Immigrants       Health and Safety  
 Parenting       Courses for Persons with Substantial Disabilities  
 Home Economics       Courses for Older Adults

**This is a:**       New non-credit certificate       Modification to an existing non-credit certificate

**If this is a modification to an existing non-credit certificate, please specify the changes being made:**  
*(Please be specific! Indicate any changes to title, description, learning outcomes, courses, contact hour values, etc.)*

**Rationale:**

This certificate is designed to prepare students for the CIS program.

**Required Documentation**

Please submit this form and the documents outlined below to your college coordinator and the District Technical Review committee via [TechReview@rccd.edu](mailto:TechReview@rccd.edu). Please do not submit your proposal until all of the documentation below is complete.

**All new and modified programs must include the following:**

- Discipline and Department minutes showing approval
- Narrative *(See following page)*
- Labor Market Information and Analysis *(For certificates in the Short-Term Vocational category only)*

**Record –  
 Non-Credit Certificates**

**Program Narrative**

**Remote Work Productivity Essentials Certificate of Completion**

**Item 1. Program Goals and Objectives**

The Computer Information Systems Remote Work Productivity Essentials Certificate of Completion provides students with technology tools used for remote work communication, productivity, and time management with the goal of increasing employability. The content provides an overview of remote work basics needed for evaluating hardware and software, apps and software for communication, productivity, and time management.

**Certificate Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Develop equipment, hardware, and software plan to safely work remotely.
- Use communication tools and apps to safely work remotely.
- Select appropriate tools and apps for productivity and time management.

**Item 2. Catalog Description**

The Computer Information Systems Remote Work Productivity Essentials Certificate of Completion provides students with technology tools used for remote work communication, productivity, and time management with the goal of increasing employability. The content provides an overview of remote work basics needed for evaluating hardware and software, apps and software for communication, productivity, and time management.

**Certificate Program Learning Outcomes**

Upon successful completion of this program, students should be able to:

- Develop equipment, hardware, and software plan to safely work remotely.
- Use communication tools and apps to safely work remotely.
- Select appropriate tools and apps for productivity and time management.

**Item 3. Program Requirements**

Required Courses: 27 hours

Course	Title	Hours
CIS-801	Remote Work Technology	9
CIS-802	Remote Work Communication Tools and Apps	9
CIS-803	Remote Work Productivity and Time Management Tools	9

**Item 4. Master Planning**

The Certificate of Achievement aligns with the Riverside City College mission to serve a diverse community of learners by offering certificates, degrees, and transfer programs that help students achieve their educational and career goals. The Certificate provides preparation for Riverside City College’s Computer Information Systems program students to enter stackable, state-approved credit programs.