

## District Curriculum Committee Meeting Minutes

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**Tuesday, March 16, 2021**                      **4:00-5:00pm**                      **Hosted Via Zoom**

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Committee Members	Guests
<input checked="" type="checkbox"/> Ann Pfeifle (Chair, MVC)	<input checked="" type="checkbox"/> Lijuan Zhai (AVC Ed Services and Institutional Effectiveness, RCCD)
<input checked="" type="checkbox"/> Jeannie Kim (Co-Chair, VC Ed. Services)	<input type="checkbox"/> Steven Schmidt (MUS, RCC)
<input checked="" type="checkbox"/> Kelly Douglass (ENG, RCC)	<input checked="" type="checkbox"/> Bryan Nicol (Staff, RCCD)
<input checked="" type="checkbox"/> Brian Johnson (MAT, NOR)	<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"/> Nicole Brown (Staff, NOR)
Additional Guests: Stacie Eldridge	

### **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
  - a. 1<sup>st</sup> K. Douglass, 2<sup>nd</sup> B. Johnson
  - b. Approve, Unanimous
2. Approval of Minutes – March 2, 2020
  - a. 1<sup>st</sup> B. Johnson, 2<sup>nd</sup> K. Douglass
  - b. Approved, Unanimous

### **Reports from Colleges**

1. Moreno Valley
  - a. Ann informed the college curriculum committee that an announcement would be forthcoming regarding DX addenda.
2. Norco
  - a. Brian provided the chairs’ stance on DX proposals to the curriculum committee and to the senate.
  - b. A committee member raised a question regarding the possibility of having a local DE approval for district wide courses. Currently district wide courses must

- receive a district wide vote to be approved for DE, but this can restrict disciplines at a specific college who want to try online offerings of specific courses.
- c. How is this decision made? Where should it be taken for a vote? Is this something the Senate approves, or it is a vote we can take at the curriculum committees? A majority of members on the Norco committee would like to see this changed and they do not believe the way a course is delivered should be a district wide concern.
  - d. Kelly Douglass – It’s possible that this decision is something that could impact more than curriculum. It could also impact where students choose to take courses within the district. It is also supposed to be a pedagogically based decision. Because of that, it may need to be a decision made by the senate.
    - i. Brian Johnson – It may not be a pedagogical issue as there is no difference in the COR between face-to-face and online delivery.
  - e. Ann Pfeifle – We have decided historically we have a unified curriculum and would like consensus, but voting creates the circumstance where the majority rules.
    - i. Brian Johnson – Even if approved, the discipline doesn’t have to offer the course online. It just allows for disciplines to choose. Our current process may not be giving colleges a choice to even experiment with online delivery methods.
  - f. Kelly Douglass – Would like to discuss this topic with the Riverside curriculum committee. Perhaps in light of COVID there are more members who would be in favor of allowing more courses to be delivered online.
    - i. Ann Pfeifle – COVID forcing most classes online has shown that online delivery is viable.
  - g. Jeannie Kim – The chairs may want to invite specific individuals with concerns to the discussion so that the committee can hear those specific concerns.
  - h. Committee agreed to agendaize this topic as a discussion item for the next Tech Review. From there, it will be taken to the colleges for discussion, and then brought back to DCC.
  - i. Ann Pfeifle agreed to discuss this topic at the next District Senate meeting.
3. Riverside
- a. A question regarding the catalog addendum has arisen that will be discussed later in DCC.
  - b. Kelly emphasized that spring is the best time to do revisions to curriculum. Additionally, a committee member stated that this is also a good time to think about the equity goals that the faculty are committed to.

### **Action Items**

1. Curriculum Proposals

### **Discussion Items**

1. Prerequisites and Placement – Kelly Douglass and Stacie Eldridge

- a. Stacie Eldridge – There is a chemistry diagnostic placement exam accredited by the American Chemical Society that allows for students to test into the first college level course in the district, which is CHE-1A. The American Chemical Society is not offering any sort of online version of this diagnostic test. The district wide discipline agreed that they would not put anything in lieu of the diagnostic test and the students that would normally fall under that diagnostic would just need to take the correct course to meet the prerequisite. However, Norco for the last semester and a half has been using high school transcripts to place students into CHE-1A. The question for today is if this is a concern for curriculum?
- b. Kelly Douglass – It seems like an issue for Senate to address is to identify who made the decision, and this is not the concern of DCC, however this has raised some questions. If the placement test is used, the COR should include the language “or qualifying placement” on the prerequisite. If the exam is being used to validate high school courses as equivalent to the prerequisite, then the discipline, or perhaps college by college, has the right to develop ways to validate high school courses as equivalent to the prerequisite. In the interim, what advice can we give?
- c. Stacie Eldridge – To clarify, this is faculty purview?
  - i. Ann Pfeifle – Yes.
- d. Kelly Douglass – This is not related to AB705, as AB705 legislates issues related to English and math, and nothing outside of those disciplines. Discussions about equity would be good to have at the discipline level. Perhaps a course validation process could be locally decided, which would include what level of chemistry and what grade earned would be accepted.
- e. Kelly Douglass – If adding “or qualifying placement” is a possible fix, how will this be addressed for the upcoming catalog year?
- f. Jeannie Kim – One of the discussions raised at UCR is why RCCD is not accepting high school chemistry, and why students are being required to take the placement test, which could place them into CHE-3.
- g. Stacie Eldridge – High school chemistry is a co-qualifier. Currently, an individual at Norco is reviewing transcripts and making a decision regarding whether students are placed into CHE-1A or not. They have developed their own criteria for what qualifies and what does not.
  - i. Brian Johnson – In this case, they would not appear to be following the COR.
  - ii. Kelly Douglass – High school as a co-qualifier is also not on the COR. This could be placed onto the COR, which would allow students more ways to meet the prerequisite.
  - iii. Ann Pfeifle – The discipline are the faculty experts. Someone other than an expert in chemistry should not be making a decision regarding who is placed into CHE-1A. This raises equity concerns. The discipline should update the COR, but make it clear across the district that the requirements on the COR have been developed by chemistry experts.
- h. Kelly Douglass – There is also a matriculation appeal process, which may be

where this is happening. This discipline may need to determine what matriculation appeal allowances are.

- i. Nick Franco – The matriculation appeal process is by college. If the discipline is in alignment across the district, this would be ideal, but the matriculation appeal process is by college. This came up previously with MAT-12, with a process that was being used a Riverside and Moreno Valley, but not at Norco.
  - j. Nick Franco and Ellen Brown-Drinkwater shared the matriculation appeal form as it specifically related to Chemistry.
2. Final Draft of DE Statement – Kelly Douglass
- a. The final draft of the DE statement by the curriculum chairs has been developed. The Senate presidents have also indicated agreement with the statement. While it's understood that if during Fall 21 an outbreak or an exposure occurs and the district has to go online, the DX approvals will cover the courses, the concerning part is that Fall 21 will be a transitional semester. During that semester, the DX approvals would allow flexibility to meet students' needs, especially with scheduling on-going. Faculty have also been advised that if they want permanent DE approval for Winter or Spring 22, they need to submit a proposal by April 9. Regardless, there is a need to indicate that Fall 21 is a transitional semester and that the DX approvals are valid.
  - b. Jeannie Kim – Dr. Isaac has specifically stated that he believes the DX approvals should not apply in the fall even if we return to the normal ratio of 80% face-to-face and 20% online. The Chancellor has also stated that if we have to revert to a 50/50 ratio because things are not back to the 2019 face-to-face environment, then the DX would apply because that is a different scenario. His directive was we should all be planning for having an 80/20 split for online, but we can have contingencies.
  - c. Ann Pfeifle – If we are optimistic and the fall semester is a return to normal, then the Chancellor's position is accurate and we would no longer be under any restrictions according to COVID pandemic. That is the hope and the plan. For faculty, the reality is that even though the COVID case numbers are improving and things appear to be moving in the right direction, it is difficult to plan. It is creating a great deal of work and re-work, particularly for deans and chairs. The curriculum committee is stating to the faculty and the deans that to give some flexibility at least for the fall that the DX proposals would still be valid. There are still lingering impacts due to the pandemic and therefore we should recognize the DX proposals as valid unless we are at a complete return to Fall 2019 standards.
  - d. Kelly Douglass - No one is asking for permission for anything other than a college wide goal of 80/20. The DX approvals should cover within that 20% that goes online any additional courses that were not previously approved for permanent DE that a discipline would want to offer. This is so students can have a greater diversity of courses online during this transitional semester.
  - e. Kelly Douglass - It seems like in a time where there are so many other variables, this decision to simply allow the DX to apply for Fall 21 would be incredibly easy and helpful. It is not clear why this decision is being withheld for Fall 21 and for Fall 21 only as it is a transitional semester, particularly because we are required to

- plan the schedule in March. Faculty have already been informed that for Winter and Spring 22 that any DE approvals must be permanent.
- f. Kelly Douglass – Two clarifying sentences can be added to the statement in light of the district wide desire for a ratio of 80% face-to-face to 20% online. Within that 20%, there should be an allowable mix for DE/DX approved courses for Fall 21 only. The statement should indicate directly that this is the position of the District Curriculum Committee, under the purview of Curriculum, and has nothing to do with right of assignment.
  - g. **Question:** Once agreed to, what are the next steps?
  - h. Ann Pfeifle – Would like to send the statement out district wide with Presidents’ and Chairs’ names attached (if amenable) to state the position and to clarify it to administrators and faculty.
3. Catalog Addendum – Ellen Brown-Drinkwater
- a. A question was raised regarding the guidance provided in the catalog addendum memo. The CSUGE and IGETC General Education sheets will not be updated until April, so an addendum will be needed earlier than January, which is what is recommended in the memo. Clarification is needed for the process.
  - b. Jeannie Kim – Because of the move to the new ERP, this may require more discussion and will need to be brought up on the curriculum side.

Adjourned – 5:33pm.

### **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 Notes

Votes by Member for 03/16/2021

## Courses

### Course Inclusions

		M	N	R	Action	Douglass	Johnson	Pfeifle
APP 450	Apprenticeship Work Experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y
MAT 12H	Honors Statistics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y

### Course Major Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
ART 41A	Figure Painting-Introduction	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
FTV 45A	Beginning Television News Production	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y
PHI 19	Native American Thought	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Return to Tech Review	Y	Y	Y
Returning to Tech Review. Need to determine if faculty want to proceed with crosslisting.								

### New Courses

		M	N	R	Action	Douglass	Johnson	Pfeifle
ETS 19	Native American Thought	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Return to Tech Review	Y	Y	Y
Returning to Tech Review. Need to determine if faculty want to proceed with crosslisting.								
MAG 40	The American Management Association Certified Professional in Management	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y

## Disciplines

### New Disciplines

		M	N	R	Action	Douglass	Johnson	Pfeifle
APP	Apprenticeship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y

## Programs

### New Programs

#### Non-Credit Certificate

		M	N	R	Action	Douglass	Johnson	Pfeifle
CIS	Remote Work Productivity Essentials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y