District Curriculum Committee
Meeting Agenda

Tuesday, May 18, 2021   **4:00-5:00pm**   **Hosted Via Zoom**

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

Zoom Information
https://cccconfer.zoom.us/j/95633816217
+1 669 900 6833 (US Toll)
Meeting ID: 956 3381 6217

Agenda and Minutes

1. Approval of Agenda
2. Approval of Minutes – May 4, 2021

Reports from Colleges

1. Moreno Valley
2. Norco
3. Riverside

Action Items

1. Curriculum Proposals

Discussion Items

1. Criteria and Process for Approval for SJS
2. CSUGE Area F Update – Kelly Douglass

Program Documentation

1. New Programs
   a. Riverside – Graphic Design and Promotional Printing Entrepreneur

Notice is Hereby Given That Pursuant to Executive Order N-29-20 the Riverside Community College District Curriculum Committee will meet on May 18, 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 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.

District Curriculum Committee

Proposals for Review for Meeting: 05/18/2021

Courses

Course Exclusions

		M	N	R	Discussion	Action

SCE 810 — **Photography for Older Adults** — ☐ ☐ ☑

Rationale: Course has not been taught in many years. It is being removed from the College inventory.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

SCE 820 — **Music for Active Seniors** — ☐ ☐ ☑

Rationale: Course has not been taught in many years. It is being removed from the College inventory.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

SCE 821 — **Music Therapy for Frail Seniors** — ☐ ☐ ☑

Rationale: Course has not been taught in many years. It is being removed from the College inventory.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

SCE 842 — **Needle Art for Seniors** — ☐ ☐ ☑

Rationale: Course has not been taught in many years. It is being removed from the College inventory.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

Course Major Modifications

		M	N	R	Discussion	Action

COS 60F — **Remedial Training Course** — ☐ ☐ ☑

Rationale: To enable students to complete requirements in Lecture setting needed for Section F: Article 12 health and safety laws and regulations required to fulfill obligations set forth by the California State Board of Barbering and Cosmetology.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

Courses

Distance Education

		M	N	R	Discussion	Action

AHS 8DE **Art History of the Photographic Image** ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

ART 44ADE **Beginning Animation Principles** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

ART 44BDE **Intermediate Animation Principles** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

ART 44CDE **Advanced Animation Principles** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

ART 50ADE **Beginning Storyboarding** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

ART 50BDE **Intermediate Storyboarding** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

ART 51ADE **Beginning Animation Production** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

Courses

Distance Education

		M	N	R	Discussion	Action

ART 51BDE   **Intermediate Animation Production**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

AST 1ADE   **Introduction to the Solar System**   ☑ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

Only discipline minutes are attached. Will move forward, but will request department minutes. Kelly will reach out to faculty.

MOV: Approved, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 10DE   **Life Sciences Principles**   ☐ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Approved, 5/21/2021   **RIV:** Approved, 5/11/2021

BIO 18DE   **Human Genetics**   ☑ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 19DE   **Environmental Science**   ☑ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Approved, 5/11/2021   **NOR:** Approved, 5/21/2021   **RIV:** Approved, 5/11/2021

BIO 1DE   **General Biology**   ☑ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 1HDE   **General Biology Honors**   ☑ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

Courses

Distance Education

		M	N	R	Discussion	Action

BIO 35DE   **Health Science**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 45DE   **Survey of Human Anatomy and Physiology**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 4DE   **Human Biology**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 60DE   **Introduction to Molecular and Cellular Biology**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

BIO 60HDE   **Introduction to Molecular and Cellular Biology Honors**   ☑ ☐ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Info Item, 5/11/2021

BIO 61DE   **Introduction to Organismal and Population Biology**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

CON 60DE   **Introduction to Construction**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Info Item, 5/11/2021

Courses

Distance Education | M N R | Discussion | Action

CON 61DE   **Materials of Construction**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

CON 62DE   **Print Reading for Construction**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

CON 63ADE   **International Building Code**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

CON 63BDE   **Analysis of Revisions to the Uniform Building Code**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

CON 63CDE   **Analysis of Revisions to the Uniform Building Code**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

CON 63DDE   **Analysis of Revisions to the Uniform Building Code**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/12/2021   **RIV:**   Info Item, 5/11/2021

CON 64DE   **Office Procedures and Field Inspection**   ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

Courses

Distance Education

		M N R	Discussion	Action

CON 65DE **Plumbing Code** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

CON 66DE **National Electrical Code** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

CON 67DE **Mechanical Code** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

CON 68DE **Simplified Engineering for Building Inspectors** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

CON 70DE **Fundamentals of Soils Technology** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

CON 71DE **Energy Conservation Standards** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

CON 72DE **California State Accessibility Standards** ☐ ☑ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Info Item, 5/11/2021

Courses

Distance Education

		M	N	R

CON 73DE   **Project Planning for Site Construction**   ☐ ☑ ☐

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Info Item, 5/11/2021

COS 1ADE   **Introduction to Cosmetology Level 1**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021
In minutes, it mentions being delivered as hybrid, but faculty verified that it DE options should be both Online and Hybrid.

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 1BDE   **Introduction to Cosmetology Level II**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021
In minutes, it mentions being delivered as hybrid, but faculty verified that it DE options should be both Online and Hybrid.

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 1CDE   **Cosmetology Business Concepts**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021
In minutes, it mentions being delivered as hybrid, but faculty verified that it DE options should be both Online and Hybrid.

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 60ADE   **Beginning Cosmetology Concepts**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 60BDE   **Level II Cosmetology Concepts**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 60CDE   **Level III Cosmetology Concepts**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

Courses

Distance Education

	M	N	R	Discussion	Action

COS 60DDE   **Level IV Cosmetology Concepts**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 60EDE   **Level V Cosmetology Concepts**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 60FDE   **Remedial Training Course**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 61ADE   **Level I Cosmetology Instructor Concepts A**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

COS 61BDE   **Level II Cosmetology Instructor Concepts B**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

CUL 20DE   **Fundamentals of Baking I**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

Proposal is checked as online and hybrid, but the proposals refers to hands-on lab and hands-on components. Faculty confirmed the form should be marked as hybrid.

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

CUL 46DE   **Fundamentals of Baking and Pastry**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

Proposal is checked as online and hybrid, but the proposals refers to hands-on lab and hands-on components. Faculty confirmed the form should be marked as hybrid.

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

Courses

Distance Education

		M	N	R	Discussion	Action

CUL 47DE — **Advanced Baking and Pastry**
☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021
Proposal is checked as online and hybrid, but the proposals refers to hands-on lab and hands-on components. Faculty confirmed the form should be marked as hybrid.

MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

FTV 65DE — **The Director's Art in Filmmaking**
☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021
Delivery methods has the same language that is pasted in several fields. Validation, methods of instruction, and methods of evaluation areas could be further developed.

MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

FTV 67DE — **Introduction to Video Production**
☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021
Delivery methods has the same language that is pasted in several fields. Validation, methods of instruction, and methods of evaluation areas could be further developed.

MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

GEO 1BDE — **Historical Geology**
☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

GEO 1DE — **Physical Geology**
☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

GEO 1LDE — **Physical Geology Laboratory**
☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

Courses

Distance Education	M N R	Discussion	Action

GEO 2DE   **Geology of National Parks and Monuments**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

GEO 30ADE   **Geologic Field Studies of Southern California**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
For the GEO fields courses, because these are fields studies courses, is 100% online delivery possible? Is there any concern for articulation?
Courses will move forward and can be discussed at the college level.

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

GEO 30BDE   **Geologic Field Studies of Southern California**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
For the GEO fields courses, because these are fields studies courses, is 100% online delivery possible? Is there any concern for articulation?
Courses will move forward and can be discussed at the college level.

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

GEO 31DE   **Regional Field Studies in Geology**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
For the GEO fields courses, because these are fields studies courses, is 100% online delivery possible? Is there any concern for articulation?
Courses will move forward and can be discussed at the college level.

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

GEO 32DE   **Regional Field Studies in Geology**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
For the GEO fields courses, because these are fields studies courses, is 100% online delivery possible? Is there any concern for articulation?
Courses will move forward and can be discussed at the college level.

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

GEO 3DE   **Geology of California**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

Courses

Distance Education

		M N R	Discussion	Action

GEO 4DE — **Earth Science for Educators** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

GEO 5DE — **Natural Hazards and Disasters** ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Approved, 5/11/2021

HES 1DE — **Health Science** ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021 **NOR:** Approved, 5/11/2021 **RIV:** Approved, 5/11/2021

HMS 50DE — **Introduction to African American Families and Populations** ☑ ☐ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Info Item, 5/11/2021

HMS 51DE — **Introduction to Latina and Latino American Families and Populations** ☑ ☐ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Info Item, 5/11/2021

HMS 52DE — **Introduction to Asian American Families and Populations** ☑ ☐ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Info Item, 5/11/2021

HMS 53DE — **Introduction to Native American Families and Populations** ☑ ☐ ☐
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021 **NOR:** Info Item, 5/11/2021 **RIV:** Info Item, 5/11/2021

Courses

Distance Education

				M	N	R	Discussion	Action

MAT 25DE   **Mathematics for the Liberal Arts Student**   ☐ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Approved, 5/11/2021

MAT 5DE   **Calculus for Business and Life Science**   ☑ ☑ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Approved, 5/11/2021   **NOR:**   Approved, 5/11/2021   **RIV:**   Approved, 5/11/2021

OCE 1DE   **Introduction to Oceanography**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

OCE 1LDE   **Introduction to Oceanography Laboratory**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

PHO 10DE   **Advanced Photography**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

PHO 12DE   **Photojournalism**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

PHO 14DE   **Lighting for Portraiture and Still Life**   ☐ ☐ ☑

Rationale:

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

Courses

Distance Education

			M N R	Discussion	Action

PHO 17DE   **Introduction to Color Photography**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

PHO 20DE   **Introduction to Digital Photography**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

PHO 9DE   **Intermediate Photography**   ☐ ☐ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

PHY 10DE   **Introduction to General Physics**   ☑ ☑ ☑
Rationale:
Tech Review: Approved, 5/4/2021
MOV: Approved, 5/11/2021   **NOR:** Approved, 5/11/2021   **RIV:** Approved, 5/11/2021

New Courses

			M N R	Discussion	Action

ADM 801   **Design Process for Graphic Design and Printing Entrepreneur**   ☐ ☐ ☑
Rationale: To provide short-term vocational training that equip entrepreneurially minded individuals with marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries.
Tech Review: Approved, 5/4/2021
Most recent text is from 2015. Faculty will forward updated text.
MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

ADM 802   **Adobe Illustrator for Graphic Design and Printing Entrepreneur**   ☐ ☐ ☑
Rationale: To provide short-term vocational training that equip entrepreneurially minded individuals with marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries.
Tech Review: Approved, 5/4/2021
MOV: Info Item, 5/11/2021   **NOR:** Info Item, 5/11/2021   **RIV:** Approved, 5/11/2021

Courses

New Courses   M N R   Discussion   Action

ADM 803   **Adobe Photoshop for Graphic Design and Printing Entrepreneur**   ☐ ☐ ☑

Rationale: To provide short-term vocational training that equip entrepreneurially minded individuals with marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

ADM 804   **Promotional Printing for Graphic Design and Printing Entrepreneur**   ☐ ☐ ☑

Rationale: To provide short-term vocational training that equip entrepreneurially minded individuals with marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

Programs

New Programs   M N R   Discussion   Action

Non-Credit Certificate

ADM   **Graphic Design and Promotional Printing Entrepreneur**   ☐ ☐ ☑

Rationale: The proposed Graphic Design and Promotional Printing Entrepreneur certificate offers short-term, vocational, CTE-focused and hands-on training that equips prospective students with marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries.

Tech Review: Approved, 5/4/2021

MOV: Info Item, 5/11/2021   **NOR:**   Info Item, 5/11/2021   **RIV:**   Approved, 5/11/2021

Program Outline

Title: Graphic Design and Promotional Printing Entrepreneur

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: 0614 Digital Media **CIP Code: 090702 Digital Communication and Media**

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:
(Please note: This information will be presented to the Board of Trustees.)

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. 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)*

RIVERSIDE COMMUNITY
COLLEGE DISTRICT

RCCD

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Program Narrative

Item 1. Program Goals and Objectives

Goals:

The proposed Graphic Design and Promotional Printing Entrepreneur certificate offers short-term vocational training that provides an introductory overview of marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries. This CTE-focused certificate is designed to provide hands-on instructions in relevant software and technical skills and a comprehensive examination of today's industry and entrepreneurial trends. The knowledge and competencies covered in this program will enable the prospective students to set up good business practices and embrace entrepreneurial ventures with confidence, familiarity, and professionalism. This certificate also serves as a gateway into the Applied Digital Media and Printing program's more comprehensive career certificates and associate's degrees.

Objectives:

- Demonstrate an understanding of the design process from concept to completion for promotional design and printing.
- Utilize effective graphic communication design techniques for print-focused entrepreneurial marketing and promotional campaigns.
- Understand the importance and strategic usage of typography combined with graphics and color themes for compelling visual communication.
- Create professional quality, print-ready vector graphics in Adobe illustrator that use the correct color system and file type.
- Complete a vector-based illustration that utilizes appropriate line quality, color, style, and shading.
- Prepare branding graphics appropriate for entrepreneurial marketing and promotional printing.
- Prepare images using the correct color mode and resolution appropriate for various promotional printing applications.
- Perform proficiently basic image editing techniques including tonal adjustment, color correction, resizing, cropping and removal of unwanted elements.
- Demonstrate the ability to create professional quality images using layers, masks and compositing techniques.
- Demonstrate proper promotional printing techniques and procedures.
- Produce prints that demonstrate technical competency, craftsmanship and attention to detail.
- Examine different design styles and printing techniques for various entrepreneurial marketing and promotional applications.

Item 2. Catalog Description
Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.

      a. The certificate provides students with an understanding of the design process, Adobe Photoshop, Adobe Illustrator, and promotional printing processes. The knowledge and

For additional information, please see the Program and Course Approval Handbook (PCAH), the RCCD Curriculum Handbook, the Taxonomy of Programs manual, and the TOPs/CIP/SOC crosswalk.

2 | P a g e

competencies covered in this program will enable the prospective students to function as entrepreneurs in the graphic design and promotional printing industries. This certificate also serves as a gateway into the Applied Digital Media and Printing department's more comprehensive credit programs.

b. Program requirement:
   i. Graphic Design and Promotional Printing Entrepreneur certificate is consisted of the following four courses; each course is 16 hours long and the certificate is 64 hours long in total.
      1. ADM801 – Design Process for Graphic Design and Printing Entrepreneur
      2. ADM802 – Adobe Illustrator for Graphic Design and Printing Entrepreneur
      3. ADM803 – Adobe Photoshop for Graphic Design and Printing Entrepreneur
      4. ADM804 – Promotional Printing for Graphic Design and Printing Entrepreneur
c. Prerequisite skills: None. These four classes can be taken out of sequence; however, it is advisable to take them sequentially.
d. Enrollment limitation: 25 maximum capacity
e. PLOS: Upon successful completion of this program, students should be able to:
   i. Critical assessment of the design processes from conception to completion for promotional design and printing.
   ii. Prepare branding graphics appropriate for entrepreneurial marketing and promotional printing.
   iii. Prepare images using the correct color mode and resolution appropriate for various promotional printing applications.
   iv. Examine different design styles and printing techniques for various entrepreneurial marketing and promotional applications

Item 3. Program Requirements
Includes course requirements and sequencing that reflect program goals. The courses specified must coincide with the courses associated with the certificate proposal record. Within the program requirements table, specify the total student contact hours of each course. Course titles and contact hours must be exact.

Required Courses: 64 hours

Course	Title	Hours	Sequencing
ADM801	Design Process for Graphic Design and Printing Entrepreneur	16	Fall and Spring
ADM802	Adobe Illustrator for Graphic Design and Printing Entrepreneur	16	Fall and Spring
ADM803	Adobe Photoshop for Graphic Design and Printing Entrepreneur	16	Fall and Spring
ADM804	Promotional Printing for Graphic Design and Printing Entrepreneur	16	Fall and Spring

Elective Courses: 64 hours

Course	Title	Hours	Sequencing
n/a	n/a	n/a	n/a

Total Program Hours: __64__ hours

Item 4. Master Planning

Describe how the certificate program fits into the mission, curriculum, and master planning of the college and higher education in California.

    a. Appropriateness to mission

    The Riverside Community College District's (RCCD) mission is to offer educational opportunities that promote social and economic mobility for its students and demonstrates leadership in the region and the state by providing high quality instructional programs and by advancing social justice for all. In unison with the RCCD's mission, this Graphic Design and Promotional Printing Entrepreneur certificate serves a diverse community of learners by offering hands-on training that helps students achieve their educational and career goals. This short-term vocational and student-centered CTE program also strives to improve the social and economic mobility of its students and communities by equipping prospective learners with relevant and marketable skills for entrepreneurial applications in the areas of graphic design and promotional printing. The development of this Graphic Design and Promotional Printing certificate is consistent with Riverside Community College District's Mission Statement and master plan, as it provides a pathway to the workplace, additional noncredit certificates, or credit certificates and degrees.

    b. Need

    According to the Center for Excellence's recent report, employment for the multimedia occupational group is expected to increase by 4% between 2018 and 2023 in the Inland Empire/Desert region (IEDR). A total of 1,475 job openings will be available over the five-year timeframe. The median wages for the multimedia occupational group are above the MIT Living Wage estimate of $12.39 per hour for a yearly salary of $42,700 for a single adult living in the IEDR.

    Graphic design and printing courses at the Applied Digital Media and Printing (ADM) department at RCC consistently fill and given that the noncredit program will have lower barriers to enrollment; therefore, the ADM department believes these non-credit courses will fill successfully.

    The college expects to offer all courses in the Graphic Design and Promotional Printing Entrepreneur certificate twice per year(Spring and Fall), and each class will have a capacity of 25 seats (due to the number of equipment and capacity of the ADM labs) .

This certificate will potentially yield in total 200 seats available to prospective students and 50 program completion each academic year.

Currently, there is no other non-credit certificate at the RCCD that is specially geared toward short-term vocational training that provides an introductory overview of marketable, employable, and entrepreneurial skills for the graphic design and promotional printing industries. This certificate is designed to fill that gap and allow adult learners to build the specific knowledge necessary to meet their short-term goals as graphic design and promotional printing entrepreneurs. The Applied Digital Media and Printing (ADM) department at RCC currently offers credit programs that address many of the overlapping skills outlined in this non-credit certificate; however, this short-term certificate will expand access to those interested in non-credit and a quicker pathway. This certificate also serves as a gateway into the Applied Digital Media and Printing department's more comprehensive credit courses, degrees and certificates.

c. Resources
   v. No additional resources will be needed as the colleges currently have appropriate faculty, staff and technology resources to offer this program. Additionally, this program will not result in additional costs.
d. Compliance
   vi. This certificate program is in full compliance with Title 5 and is not in conflict with any state or federal laws, statues, or regulations.