

District Curriculum Committee Meeting Agenda

Tuesday, March 15, 2022 **4:00-5:00pm** **CAADO 209/Zoom**

Committee Members	Guests
<input type="checkbox"/> Brian Johnson (Chair, MAT, NOR)	<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"/> Ann Pfeifle (HIS, MVC)	<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://rccd-edu.zoom.us/j/96719360422?pwd=RFcydlJKUWlGZHFucmlUSDJrSFErZz09>

+1 669 900 6833 US

Meeting ID: 967 1936 0422; Passcode: 766873

Agenda and Minutes

1. Approval of Agenda
2. Approval of Minutes – March 1, 2022

Reports from Colleges

1. Moreno Valley
2. Norco
3. Riverside

Action Items

1. Curriculum Proposals

Discussion Items

1. Material Fees – Kelly Douglass
2. Revisiting DX Criteria – Kelly Douglass
3. AB 1111 – Kelly Douglass

Program Documentation

1. Program Modifications
 - a. Fire Service Leadership

District Curriculum Committee

Proposals for Review for Meeting: 03/15/2022

Courses

Course Inclusions

		M	N	R	Discussion	Action
MAT 125	Corequisite Support for MAT-25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	The MVC Math and CIS Department is requesting for Math 125 to be offered at MVC along with Math 25. This course is for students needing corequisite support, which allows students who do not place directly into Math 25 to place into their transfer level Math course for their major or certificate.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Info Item, 3/8/2022					
RIV:	Info Item, 3/8/2022					

MAT 25	Mathematics for the Liberal Arts Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	The MVC Math department wants to offer Math 25 – Mathematics for the Liberal Arts Student, to help students satisfy their Math requirement. This course is better suited for students who do not need a STEM-transferrable course such as Math 36 (Trigonometry) or Math 10 (Precalculus), and for students not pursuing a certificate in the Social Sciences requiring Math 12 (Statistics).					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Info Item, 3/8/2022					
RIV:	Info Item, 3/8/2022					

Course Major Modifications

		M	N	R	Discussion	Action
ACC 63	Income Tax Accounting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update Course Materials					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Approved, 3/8/2022					

ACC 65	QuickBooks Accounting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update from Computerize Accounting to QuickBooks Accounting. QuickBooks software is considered the #1 small business accounting software for small business. Students with a background in QuickBooks are more likely to be hired in the accounting industry.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 8/22/2030					
NOR:	Approved, 3/8/2022					
RIV:	Approved, 3/8/2022					

ACC 819	Volunteer Income Tax Assistance Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course description updated.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Info Item, 3/8/2022					
RIV:	Approved, 3/8/2022					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
ART 40B	Figure Drawing-Intermediate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Developmental necessity and resolution of a conflict in regard to repeatability.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022	NOR:	Approved, 3/8/2022	RIV:	Approved, 3/8/2022	
BUS 67	Business Practices for Photographers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This course has been updated to include pertinent details to create a business in photography and bring it up to date with contemporary practices in photography.					
Tech Review:	Approved, 3/1/2022					
MOV:	Info Item, 3/8/2022	NOR:	Info Item, 3/8/2022	RIV:	Approved, 3/8/2022	
FIT 15	Firefighter Refresher - Core Competencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Course modifications are needed to properly accommodate participating agencies and students.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022	NOR:	Info Item, 3/8/2022	RIV:	Info Item, 3/8/2022	
H ILA 1	Introduction to Tutor Training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Has advisory but no entrance skill link. Faculty also requested the addition of some content and methods of instruction.
Rationale:	Updating the SLOs and Course Objectives. Also adding a more recent text.					
Tech Review:	Approved, 11/16/2021 Discipline minutes appear to be missing. Ann will verify.					
MOV:	Approved, 11/30/2021	NOR:	Approved, 3/8/2022	RIV:	Info Item, 11/30/2021	
KIN 36	Wellness: Lifestyle Choices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Exploration of major health issues and behaviors in the various dimensions of health. The dimensions of health and wellness include the physical, emotional, intellectual, social, spiritual, and environmental. Emphasis is placed on individual responsibility for personal health and the location and promotion of informed, positive health behaviors. Nutrition, physical activity, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare and environmental hazards and safety will be discussed. 54 hours lecture. (Letter grade only)					
Tech Review:	Approved, 3/1/2022					
MOV:	Info Item, 3/8/2022	NOR:	Approved, 3/8/2022	RIV:	Approved, 3/8/2022	
PHO 67	Business Practices for Photographers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This course has been updated to include pertinent details to create a business in photography and bring it up to date with contemporary practices in photography.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022	NOR:	Info Item, 3/8/2022	RIV:	Approved, 3/8/2022	

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
ACC 801	Setting up QuickBooks for Small Business	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Two year CTE review. No changes needed.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					
ACC 802	Monthly Procedures using QuickBooks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Two year CTE review. No changes needed.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					
ACC 803	Year End Procedures with QuickBooks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Two year CTE review. No changes needed.					
Tech Review:	Approved, 3/1/2022					
MOV:	Approved, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					
ADJ 9	Law In American Society	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course update - Adding and updating textbooks.					
Tech Review:	Approved, 3/1/2022 Holding for ADJ 9H.					
MOV:	Info Item, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					
ADJ 9H	Honors Law in American Society	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update on textbooks and revisited course SLO and content.					
Tech Review:	Approved, 3/1/2022					
MOV:	Info Item, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					
PHY 2A	General Physics I	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating textbook information.					
Tech Review:	Approved, 3/1/2022					
MOV:	Info Item, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					
PHY 2B	General Physics II	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating textbook information.					
Tech Review:	Approved, 3/1/2022					
MOV:	Info Item, 3/8/2022					
NOR:	Approved, 3/8/2022					
RIV:	Info Item, 3/8/2022					

Courses

Distance Education

		M	N	R	Discussion	Action
KIN 25DE	Sports Officiating - Spring Sports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Info Item, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				
KIN 28DE	Basketball Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Info Item, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				
SCE 804DE	Engaging Topics for Lifelong Learners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Approved, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				
SCE 809DE	Computer Basics for Lifelong Learners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Approved, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				
SCE 811DE	Drawing and Painting for Lifelong Learners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Approved, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				
SCE 813DE	Healthy Aging for Lifelong Learners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Approved, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				
SCE 830DE	Mature Driver Improvement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 3/1/2022						
MOV: Approved, 3/8/2022	NOR: Info Item, 3/8/2022	RIV: Approved, 3/8/2022				

Courses

Distance Education

SCE 840DE Craft Design for Lifelong Learners

M N R Discussion

Action

Rationale:

Tech Review: Approved, 3/1/2022

MOV: Approved, 3/8/2022

NOR: Info Item, 3/8/2022

RIV: Approved, 3/8/2022

New Courses

ADJ 801 Community Emergency Response Team (CERT)

M N R Discussion

Action

Rationale:

In the event of a major disaster, first responders (fire, police, EMS) will be overwhelmed and will not be able to meet community service demands. Communication failures, road blockages, and the high demand for public safety agencies will prevent people from obtaining aid during the first 96 hours of the event. People will have to rely on each other for help in order to meet their immediate lifesaving and life sustaining needs. CERT training presents citizens with the facts about what to expect following a major disaster. CERT training addresses personal responsibility for emergency preparedness and trains volunteers to deliver lifesaving skills with an emphasis on decision-making, rescue safety, and doing the greatest good for the greatest number. The Federal Emergency Management Agency (FEMA) has developed a nationwide curriculum with required outcomes to ensure uniformed training throughout America. CERT is about readiness, people helping people, rescuer safety and doing the greatest good for the greatest number in the event of a disaster. CERT is a positive and realistic approach to emergency and disaster situations where citizens will be initially on their own and their actions can make a difference. The Federal Emergency Management Agency (FEMA), the Emergency Management Institute (EMI), and the National Fire Academy recognize the importance of CERT programs to assist professional responders following a disaster. California Government Code, Title 1, Division 4, Chapter 8, Section 3100 designates public employees as Disaster Service Workers. "Disaster Service Workers are required to report to work in an emergency and are expected to make every effort to fulfill emergency action assignments." This does not mean that everyone has to be trained as a CERT member, but the information and resources can help in the event of an emergency. Community Emergency Response Teams are formed to be better prepared for the hazards and emergencies which can threaten our communities. CERT participation is voluntary. However, our actions as public employees require us to act during a disaster in some form.

Tech Review: Approved, 3/1/2022

MOV: Info Item, 3/8/2022

NOR: Approved, 3/8/2022

RIV: Info Item, 3/8/2022

MAT 109 Corequisite Support for MAT-9

Rationale: Citing AB 705, students whose high school math courses and GPA are below established State levels from CCCCO, are more likely to succeed in a college-level math course with support.

Tech Review: Approved, 3/1/2022

MOV: Approved, 3/8/2022

NOR: Approved, 3/8/2022

RIV: Approved, 3/8/2022

MAT 9 BSTEM College Algebra

Rationale: All students must have a college-level math placement regardless of the courses they have previously taken. This course will serve students who need to learn algebra starting with the fundamentals and who also are looking to take trigonometry, calculus, or applied calculus as a part of their major requirements.

Tech Review: Approved, 3/1/2022

MOV: Approved, 3/8/2022

NOR: Approved, 3/8/2022

RIV: Approved, 3/8/2022

Programs

Program Modifications

M N R Discussion

Action

Degree & Certificate

FIT **Fire Service Leadership**

Rationale: This degree path is designed for the professional development of Firefighters. This change more accurately aligns courses conducive to the needs and career progression of the aforementioned customer. Firefighters currently receive formal ethics training which rendered the current ethics courses (FIT-M20 & FIT-M21) ineffective for this purpose. The instructor courses will make this degree pathway more attractive based on these courses currently being required for their professional advancement.

Tech Review: Approved, 3/1/2022

MOV: *Approved, 3/8/2022*

NOR: Info Item, 3/8/2022

RIV: Info Item, 3/8/2022

Program Outline

Title: Fire Service Leadership MAS895/MAS895B/MAS895C/MCE895

Moreno Valley College **Norco College** **Riverside City College**
(Please note: All degrees and certificates are college specific. If multiple colleges wish to adopt this degree or certificate, a separate proposal and college specific supporting documents are required.)

TOPs Code: 2133.00 **CIP Code:** 43.0202

Type of Program:

Certificate of Achievement only Locally approved certificate (8-units or less) only
 Associate Degree only Certificate of Achievement and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a: New certificate/degree Modification to an existing certificate/degree

If this is a modification to an existing certificate/degree, please specify the changes being made:
 Replacing FIT-M20 (Personal Philosophy-Leadership) & FIT-M21 (Leading Others Ethically) with FIT-INS1 (Instructor I) and FIT-INS2 (Instructor II) respectively. This will reduce the credit value by a total of two and provide firefighters with courses that more accurately reflect their needs.

Rationale:

This degree path is designed for the professional development of Firefighters. This change more accurately aligns courses conducive to the needs and career progression of the aforementioned customer. Firefighters currently receive formal ethics training which rendered the current ethics courses (FIT-M20 & FIT-M21) ineffective for this purpose. The instructor courses will make this degree pathway more attractive based on these courses currently being required for their professional advancement.

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 Degrees and Certificates

Evidence of district-wide discipline communication
 Department minutes showing approval
 Narrative *(see following page)*
 Transfer preparation documentation *(only if applicable)*

Degrees and Certificates of 8 Units or More with Vocational TOPs Codes

In addition to the above, all degrees and certificates of 8 units or more with a vocational TOPs code must include the following to be submitted to the State Chancellor’s Office for approval.*

Labor Market Information and Analysis *(Required for new programs and modifications.)*
 Advisory Committee Recommendation *(Required for new programs and may be required for modifications. Check with the curriculum coordinator at your college to determine if a new recommendation is necessary.)*
 Regional Consortium Recommendation *(Required for new programs only.)*

Program Narrative

Item 1. Program Goals and Objectives

This degree proposal accommodates fire service personnel by adjusting to curriculum changes imposed by the California Office of State Fire Training (SFT). Incorporating current SFT courses with ethical curriculum focused on cultural change will enable Moreno Valley College (MVC) to provide an educational degree path beneficial to organizations that serve our local communities. Additionally, this program replaces the previous obsolete Fire Officer and Chief Fire Officer degree paths based on the aforementioned changes.

Item 2. Catalog Description

The Fire Service Leadership Applied Science Degree incorporates California State Fire Training courses with ethical curriculum focused on the professional development of key firefighter skill- sets beneficial to the personnel and organizations that serve our local communities.

Item 3. Program Requirements

The required courses may be completed in two sequential semesters:

Required Courses: 18.0 units

Course	Title	Units	Sequencing
FIT-C30	Intermediate Incident Command System (I-300)	.5	Semester 1, Fall
FIT-CO2A	Human Resource Management	2	Semester 2, Spring
FIT-CO2B	General Administrative Functions	1	Semester 1, Fall
FIT-CO2C	Fire Inspections and Investigations	2	Semester 1, Fall
FIT-CO2D	All Risk Command Operations	1	Semester 1, Fall
FIT-CO2E	Wildland Incident Operations	1.50	Semester 2, Spring
FIT-CFO3A	Human Resources Management Chief Fire Officer	1.50	Semester 2, Spring
FIT-CFO3B	Budget and Fiscal Responsibilities Chief Fire Officer	1	Semester 1, Fall
FIT-CFO3C	General Administration Functions Chief Fire Officer	1	Semester 2, Spring
FIT-CFO3D	Emergency Service Delivery Responsibilities	1	Semester 2, Spring
FIT-INS1	Instructor I	1.5	Semester 1, Fall
FIT-INS2	Instructor II	1.5	Semester 2, Spring
FIT-DO1A	Fire Apparatus Driver/Operator	1.0	Semester 1, Fall
FIT-DO1B	Pumping Apparatus Driver/Operator	1.5	Semester 2, Spring

Total Program Units: 18.0 units

Item 4. Master Planning

The Fire Service Leadership degree path aligns with current State Fire Training curriculum and serves to provide profession development and career progression while incorporating a variety of industry specific courses with progressive courses focused on managerial leadership.

Need

Curriculum updates implemented by California State Fire Training rendered Moreno Valley College's Fire and Chief Fire Officer degree paths obsolete. These changes consolidated and efficiently aligned course content enabling students to obtain each course in less time. Based on labor market information, the need for these courses will continue to rise due to the increased need for new firefighters driven by population growth in communities and attrition rates in this career field. Additionally, these courses provide fire technology students the "next step" in their education and professional career development.

Program Cost

The update in curriculum simply replaces courses we were already teaching in this program area and adds no additional cost.

Item 5. Enrollment and Completer Projections

The courses listed are currently being successfully offered each semester and average 20 -30 students per class. This pathway simply culminates in a degree for the courses students need and are already completing.

Item 6. Place of Program in Curriculum/Similar Programs

All required courses are available in the Moreno Valley College inventory and will be offered at Ben Clark Training Center.

Item 7. Similar Programs at Other Colleges in Service Area

Similar courses are offered at other colleges offering Fire Technology programs. This degree path is unique because incorporates Chief Fire Officer and Instructor certification courses.

Item 8. Transfer Preparation Information (if applicable)- N/A