RCCD | **RIVERSIDE COMMUNITY COLLEGE DISTRICT**

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

District Curriculum Committee
Meeting Notes

Tuesday, November 2, 2021	4:00-5:00pm	CAADO 209/Zoom

Committee Members	Guests
☒ Brian Johnson (Chair, MAT, NOR)	☐ 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)
☒ Ann Pfeifle (HIS, MVC)	☒ 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: Rachel Dyer, Jennifer Floerke	

Zoom Information
https://cccconfer.zoom.us/j/92853608457
+1 669 900 6833 (US Toll)
Meeting ID: 928 5360 8457

Agenda and Minutes

1. Approval of Agenda
   a. 1st K. Douglass; 2nd A. Pfeifle
   b. Approved, Unanimous
2. Approval of Minutes – October 19, 2021
   a. 1st K. Douglass; 2nd A. Pfeifle
   b. Approved, Unanimous

Reports from Colleges

1. No reports from the colleges.

Action Items

1. Curriculum Proposals
2. AB 361 Approval

Discussion Items

1. Ethnic Studies Senate Resolution – Brian Johnson
    a. A resolution from the Ethnic Studies faculty has been provided to the Academic Senate that is recommending that any ETS crosslisted course require that faculty have the FSA in both disciplines. There's a concern that this resolution may have bypassed the curriculum committees and has gone straight to Senate. Want to ensure that curriculum is a part of this conversation.
    b. Jennifer Floerke – The resolution does need to go through the local colleges and then go through the District Curriculum Committee. The Senate Presidents will be meeting with the ETS faculty to discuss the resolution.
    c. Jeannie Kim – The VPAAs have also learned that the CSUs may be moving towards not accepting any crosslistings for Ethnic Studies and may questions any courses submitted that do not have the ETS prefix.
        i. Kelly Douglass – Will this be applicable moving forward or will it apply to currently crosslisted courses?
        ii. Jeannie Kim – It appears they are moving towards reviewing anything that is crosslisted.
        iii. Kelly Douglass – These were not the guidelines provided by CSU last year.
        iv. Ann Pfeifle – Fully supports ethnic studies faculty developing ETS, but these CSU changes would not be appropriate.
    d. Kelly Douglass – There may be an expertise problem. Multiple disciplines went into partnership with ETS to create the crosslisted courses when those courses already existed in other disciplines. If the original discipline is now being told they cannot teach the course as it's been updated, this would create an issue.
    e. Jennifer Floerke – We needed a recommendation from the ETS faculty, which typically comes in the form of a resolution. Other districts do resolutions much more frequently than RCCD, so this should just be considered a formal recommendation from those faculty members. The Senate Presidents will be meeting to discuss this with the ETS faculty, and the curriculum chairs are invited to attend if available.

2. New Program Approval Process – Brian Johnson
    a. In the spring, the committee should look into reviewing the handbook. There are some committees that are outdated.

Program Documentation

1. New Programs
    a. Digital Forensic Investigation

2. Program Modifications
    a. Computer Applications
    b. Computer Numerical Control Programming

Notice is Hereby Given That Pursuant to AB 361 the Riverside Community College District Curriculum Committee will meet on November 2, 2021 via Zoom Conferencing.

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 Notes

Votes by Member for 11/02/2021

Courses

Course Deletions

		M	N	R	Action	Douglass	Johnson	Pfeifle
CAT 84	Word Processing: WordPerfect for Windows	☐	☐	☑	Approved	Y	Y	Y
CIS 84	Word Processing: WordPerfect for Windows	☐	☐	☑	Approved	Y	Y	Y
FTV 43	Television Studio and Equipment	☐	☐	☑	Approved	Y	Y	Y
FTV 46	Editing for Television	☐	☐	☑	Approved	Y	Y	Y
HET 80	Nursing Assistant Training Program (NATP)	☐	☐	☑	Approved	Y	Y	Y
MDA 54	Clinical Medical Assisting and Pharmacology	☑	☐	☐	Approved	Y	Y	Y
MUS 51	Men's Ensemble	☐	☐	☑	Approved	Y	Y	Y
MUS 72	Group Keyboarding Skills	☐	☐	☑	Approved	Y	Y	Y
MUS 88	Pageantry Ensemble	☐	☐	☑	Approved	Y	Y	Y
PHO 13	Advanced Darkroom Techniques	☐	☐	☑	Approved	Y	Y	Y

Course Exclusions

		M	N	R	Action	Douglass	Johnson	Pfeifle
KIN 38	Stress Management	☑	☐	☐	Approved	Y	Y	Y

Course Major Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
ADJ 10	Introduction to Security	☐	☐	☑	Approved	Y	Y	Y
ADJ C2A	Adult Correctional Officer Supplemental Core Course	☑	☐	☐	Approved	Y	Y	Y
BUS 20	Business Mathematics	☑	☑	☑	Approved	Y	Y	Y
BUS 22	Management Communications	☑	☑	☑	Approved	Y	Y	Y
BUS 40	Introduction to Global Business	☐	☐	☑	Hold	Y	Y	Y
	Awaiting Riverside vote.							
BUS 43	Global Marketing	☐	☐	☑	Approved	Y	Y	Y
BUS 46	Global Trade	☐	☐	☑	Approved	Y	Y	Y
BUS 48	Global Management	☐	☐	☑	Approved	Y	Y	Y

Courses

Course Major Modifications

		M N R	Action	Douglass	Johnson	Pfeifle
BUS 840	Introduction to Global Business Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y
BUS 843	Global Marketing	☐ ☐ ☑	**Approved**	Y	Y	Y
BUS 846	Global Trade	☐ ☐ ☑	**Approved**	Y	Y	Y
BUS 848	Global Management	☐ ☐ ☑	**Approved**	Y	Y	Y
FIT C40	Advanced Incident Command System (I-400)	☑ ☐ ☐	**Approved**	Y	Y	Y
FIT INS1	Instructor I	☑ ☐ ☐	**Approved**	Y	Y	Y
FIT INS2	Instructor II	☑ ☐ ☐	**Approved**	Y	Y	Y
FTV 38A	Beginning Film, Television and Video Production Project	☐ ☐ ☑	**Approved**	Y	Y	Y
FTV 44A	Beginning Television Production	☐ ☐ ☑	**Approved**	Y	Y	Y
FTV 51A	Film, Television and Video Laboratory I Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y
FTV 51B	Film, Television and Video Laboratory II Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y
FTV 52	Film, Television and Video Laboratory	☐ ☐ ☑	**Approved**	Y	Y	Y
FTV 64A	Beginning Digital Editing Principles and Techniques	☐ ☐ ☑	**Approved**	Y	Y	Y
FTV 68	Story Development Process in the Entertainment Industry	☐ ☐ ☑	**Approved**	Y	Y	Y
FTV 71A	Beginning Sound Engineering for Audio in Media	☐ ☐ ☑	**Approved**	Y	Y	Y
FTV 76	Advanced Digital Audio Recording Pro Tools 201	☐ ☐ ☑	**Approved**	Y	Y	Y
MAG 44	Principles of Management	☑ ☑ ☑	**Approved**	Y	Y	Y
MAG 51	Elements of Supervision	☑ ☑ ☑	**Approved**	Y	Y	Y
MAG 52	Employee Training & Development Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y
MAG 56	HRM: Human Resources Management	☑ ☑ ☑	**Approved**	Y	Y	Y
MAG 60	Introduction to Hospitality Management Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y
MAG 62	Restaurant and Hotel Management Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y
MAG 70	Introduction to Organization Development Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y

Courses

Course Major Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
MAN 35	**Computer Aided Machining** Awaiting Norco vote.	☐	☑	☐	**Hold**	Y	Y	Y
MDA 11	**Medical Documentation and Terminology**	☑	☐	☐	**Approved**	Y	Y	Y
MDA 59	**Medical Office Procedures**	☑	☐	☐	**Approved**	Y	Y	Y
MUS 1	**Teaching Music to Young Children**	☑	☐	☑	**Approved**	Y	Y	Y
MUS 23	**History of Rock and Roll**	☑	☑	☑	**Approved**	Y	Y	Y
MUS 30	**Class Voice**	☑	☑	☑	**Approved**	Y	Y	Y
MUS 31	**College Choir**	☑	☑	☑	**Approved**	Y	Y	Y
MUS 40	**Class Percussion**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 43A	**Jazz Improvisation and Theory I**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 43B	**Jazz Improvisation and Theory II**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 43C	**Jazz Improvisation and Theory III**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 49	**Indoor Marching Percussion**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 50	**Master Chorale**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 53	**Keyboard Proficiency**	☑	☐	☑	**Approved**	Y	Y	Y
MUS 57	**Gospel Singers**	☑	☐	☑	**Approved**	Y	Y	Y
MUS 59	**Winter Marching Band Clinic**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 60	**Summer Marching Band Clinic**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 61	**Auxiliary Marching Units**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 66	**Indoor Color Guard**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 69	**Festival Choir**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 70	**Guitar Lab Ensemble**	☑	☑	☑	**Approved**	Y	Y	Y
MUS 71	**College Chorus**	☑	☑	☑	**Approved**	Y	Y	Y
MUS 74	**Jazz Proficiency**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 80	**Master Singers**	☐	☐	☑	**Approved**	Y	Y	Y
MUS 83	**Advanced Chamber Choir**	☑	☐	☑	**Approved**	Y	Y	Y

Courses

Course Major Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
MUS 87	Applied Music Training	☑	☑	☑	**Approved**	Y	Y	Y
MUS 89	Music of Multicultural America Holding at originator request to expand on content.	☐	☑	☑	**Hold**	Y	Y	Y
MUS 89H	Honors Music of Multicultural America Holding at originator request to expand on content.	☐	☑	☑	**Hold**	Y	Y	Y
MUS 92	Basic Piano	☑	☑	☑	**Approved**	Y	Y	Y
MUS 93	The Business of Music	☐	☑	☑	**Approved**	Y	Y	Y
MUS 94	Community Jazz Orchestra	☐	☐	☑	**Approved**	Y	Y	Y
MUS 95	Community Symphony Band	☐	☐	☑	**Approved**	Y	Y	Y
MUS 97	Pep Band	☐	☐	☑	**Approved**	Y	Y	Y
MUS P27	Beginning String Techniques	☑	☐	☑	**Approved**	Y	Y	Y
MUS P28	Symphony Strings	☐	☐	☑	**Approved**	Y	Y	Y
MUS P44	Jazz Lab Band	☐	☐	☑	**Approved**	Y	Y	Y
MUS P84	Jazz Lab Orchestra	☐	☐	☑	**Approved**	Y	Y	Y

Course Minor Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
CAT 842	MOSPrep: Microsoft Office Excel Expert Exam Preparation	☑	☐	☑	**Approved**	Y	Y	Y
CAT 843	MOSPrep: Microsoft Office PowerPoint Core Exam Preparation	☑	☐	☑	**Approved**	Y	Y	Y
CAT 844	MOSPrep: Microsoft Office Access Core Exam Preparation	☑	☐	☑	**Approved**	Y	Y	Y
CAT 845	MOSPrep: Microsoft Office Outlook Core Exam Preparation	☑	☐	☑	**Approved**	Y	Y	Y
MDA 10	Medical Terminology	☑	☐	☐	**Approved**	Y	Y	Y
MDA 50	Medical Assisting Core	☑	☐	☐	**Approved**	Y	Y	Y
MDA 54A	Clinical Medical Assisting I	☑	☐	☐	**Approved**	Y	Y	Y
MDA 54B	Clinical Medical Assisting II	☑	☐	☐	**Approved**	Y	Y	Y
MDA 58B	Advanced Medical Transcription	☑	☐	☐	**Approved**	Y	Y	Y
MDA 60	Survey of Human Disease Processes	☑	☐	☐	**Approved**	Y	Y	Y

Courses

Course Minor Modifications

		M N R	Action	Douglass	Johnson	Pfeifle
MDA 61	Pharmacology for Medical Office Personnel	☑ ☐ ☐	**Approved**	Y	Y	Y
MDA 62	CPT/Coding	☑ ☐ ☐	**Approved**	Y	Y	Y
MDA 63	Diagnostic Coding	☑ ☐ ☐	**Approved**	Y	Y	Y
MDA 64	Advanced Diagnostic Coding	☑ ☐ ☐	**Approved**	Y	Y	Y
PDS 802	Supervisory Skills	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 803	Increasing Productivity	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 804	Motivating Yourself and Others	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 805	Difficult Conversations	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 806	The Art of Negotiating and Collaborating	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 807	Personality Styles and Difficult Relationships	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 809	Business Writing in a Technological World	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 813	Best Practices in Customer Service	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 814	Closing Techniques That Win the Sale	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 815	Winning Sales Scripts	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 816	Personal Finance	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 817	Financial Future	☑ ☑ ☑	**Approved**	Y	Y	Y
PDS 818	The Successful Job Search	☑ ☑ ☑	**Approved**	Y	Y	Y

Distance Education

		M N R	Action	Douglass	Johnson	Pfeifle
DEA 23DE2	Introduction to Dental Sciences	☑ ☐ ☐	**Approved**	Y	Y	Y
DEA 41DE2	Dental Office Management	☑ ☐ ☐	**Approved**	Y	Y	Y
GUI 45DE2	Introduction to College	☑ ☑ ☑	**Approved**	Y	Y	Y

New Courses

		M N R	Action	Douglass	Johnson	Pfeifle
CIS 27F	Cyber Threat Intelligence & Automated Response Awaiting Riverside vote.	☐ ☐ ☑	**Hold**	Y	Y	Y

Y = "Yea" N = "Nay" "A" = Abstained Blank = Absent for Vote
District Curriculum Committee Votes by Member 11/02/2021

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Courses

New Courses

		M	N	R	Action	Douglass	Johnson	Pfeifle
CIS 70A	Foundations of Data Science Awaiting Riverside vote.	☑	☐	☑	**Hold**	Y	Y	Y
CIS 87B	IT Project Management Framework	☑	☐	☑	**Hold**	Y	Y	Y
HMS 64	Introduction to Physiology and Pharmacology	☑	☐	☐	**Approved**	Y	Y	Y
HMS 65	Supervised Practicum	☑	☐	☐	**Approved**	Y	Y	Y
MAT 70A	Foundations of Data Science Holding for CIS 70A.	☑	☑	☑	**Hold**	Y	Y	Y
PSY 11	Psychology of Human Sexuality Holding at faculty request.	☑	☑	☑	**Hold**	Y	Y	Y

Programs

New Programs

		M	N	R	Action	Douglass	Johnson	Pfeifle

Certificate

		M	N	R	Action	Douglass	Johnson	Pfeifle
ADJ	Digital Forensic Investigation	☐	☐	☑	**Approved**	Y	Y	Y

Program Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle

Degree & Certificate

		M	N	R	Action	Douglass	Johnson	Pfeifle
CIS	Computer Applications	☑	☐	☐	**Approved**	Y	Y	Y
MAN	Computer Numerical Control Programming Holding for MAN 35	☐	☑	☐	**Hold**	Y	Y	Y