

District Curriculum Committee Meeting Agenda

Tuesday, November 16, 2021

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://cccconfer.zoom.us/j/98916384014>

+1 669 900 6833 (US Toll)

Meeting ID: 989 1638 4014

Agenda and Minutes

1. Approval of Agenda
2. Approval of Minutes – November 2, 2021

Reports from Colleges

1. Moreno Valley
2. Norco
3. Riverside

Action Items

1. Curriculum Proposals
2. RCCD GE Plan A Itemization
3. AOE Clerical Changes
4. AB 361 Approval

Discussion Items

1. AOE Analysis Presentation – David Torres, Institutional Research and Strategic Planning

Program Documentation

1. New Programs
 - a. Geography
 - b. Social Justice Studies
 - c. Data Analytics
 - d. Photojournalism Essentials
 - e. Professional Photography Essentials
 - f. Special Event Photography Essentials
 - g. Crime Scene Photography Essentials
 - h. Data Science
 - i. Entrepreneurial Photography
2. Program Modifications
 - a. English
 - b. Crime Scene Investigation – Norco
 - c. Crime Scene Investigation – Riverside
 - d. Child Welfare & Family Studies
 - e. Drug and Alcohol Studies
 - f. Social Justice System Studies
 - g. Behavioral Therapist
 - h. Multicultural Counseling & Advocacy Resources
 - i. Military Social Work
 - j. Simulation and Gaming: Game Art
 - k. Firefighter Academy
 - l. Social Work, Human Services, & Counseling Practices
 - m. Computer Numerical Control Programming
 - n. Transcriptionist/Health Documentation Specialist
 - o. Administration/Clinical Medical Assisting
 - p. Photography

Notice is Hereby Given That Pursuant to AB 361 the Riverside Community College District Curriculum Committee will meet on November 16, 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.

RCCD General Education – Plan A

A. Natural Sciences (3units)

Anthropology (ANT): 1, 1H
Astronomy (AST): 1A, 1B
Biology (BIO): 1, 1H, 2, 3, 4, 5, 6, 7, 8, 9, 10, 14, 15, 16, 18, 19, 20, 21, 31A, 31B, 31C, 31D, 31E, 40, 45, 50A, 50B, 55, 60, 60H, 61, 85
Chemistry (CHE): 1A, 1AH, 1B, 1BH, 2A, 2B, 3, 10, 12A, 12B
Geography (GEG): 1, 1H, 1L, 5
Geology (GEO): 1, 1B, 1L, 2, 3, 5, 30A, 30B, 31, 32
Oceanography (OCE): 1, 1L
Physical Science (PHS): 1, 5
Physics (PHY): 2A, 2B, 4A, 4B, 4C, 4D, 10, 11
Psychology (PSY): 2

NOTE: Waiver for this requirement will be granted for Cosmetology 60C and Electronics 21.

B. Social and Behavioral Sciences (6 units)

B1: American Institutions (3 units)

Ethnic Studies (ETS): 2, 15, 28, 29
History (HIS): 6, 6H, 7, 7H, 14, 15, 26, 28, 29, 31, 34
Political Science (POL): 1, 1H, 5

B2: Social and Behavioral Sciences (3 units)

Administration of Justice (ADJ): 1, 3, 9
American Sign Language (ASL): 22
Anthropology (ANT): 2, 2H, 3, 4, 5, 6, 7, 8, 10, 16
Arabic (ARA): 11, 11H
Chemistry (CHE): 17
Chinese (CHI): 11
Communications (COM): 6, 9, 9H, 12, 13, 20
Early Childhood Education (EAR): 20
Economics (ECO): 4, 5, 6, 7, 7H, 8, 8H, 9, 9H, 10
Ethnic Studies (ETS): 14, 21, 23, 27, 44
French (FRE): 11
Geography (GEG): 2, 3, 4, 6, 7, 8, 30A, 30B, 30C, 30D
History (HIS): 1, 2, 2H, 4, 5, 11, 12, 14, 19, 21, 22, 25, 32, 33, 35, 42, 44
Human Services (HMS): 4, 5, 6, 7, 8, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 60, 61, 62, 69, 70, 71, 72, 73, 74
Italian (ITA): 11
Japanese (JPN): 11
Military Science (MIL): 1, 2
Political Science (POL): 2, 2H, 3, 4, 4H, 6, 8, 10, 11, 12, 13, 14, 17, 20, 21, 22, 23
Psychology (PSY): 1, 1H, 8, 9, 10, 33, 35, 35H, 48, 50
Russian (RUS): 11
Sociology (SOC): 1, 1H, 2, 3, 10, 10H, 12, 15, 20, 23, 25, 48, 50
Spanish (SPA): 11, 12

C. Humanities (3 units)

Architecture (ARE): 36
American Sign Language (ASL): 1, 2, 3, 4, 22
Arabic (ARA): 1, 2, 3, 8, 11, 11H
Art (ART): 6, 6H, 11, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25A, 25B, 26, 27, 28A, 28B, 30A, 30B, 34, 35A, 35B, 36A, 36B, 38, 39, 40A, 40B, 41A, 41B, 42A, 42B, 43A, 43B, 44A, 44B, 44C, 45, 46, 47, 48A, 48B, 49A, 49B, 50A, 50B, 51A, 51B
Art History (AHS): 1, 1H, 2, 2H, 3, 4, 5, 6, 6H, 7, 8, 9, 10, 11, 12, 13, 14, 15
Chinese (CHI): 1, 2, 11
Communication Studies (COM): 7, 11, 12
Dance (DAN): 6, 6H, 7, 8, 9
English (ENG): 1B, 1BH, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17A, 17B, 17C, 18, 20, 23, 24, 25, 30, 34, 35, 38A, 38B, 38C, 40, 41, 44, 45, 48
Ethnic Studies (ETS): 13, 18, 20, 24, 25
Film Studies (FST): 1, 2, 3, 4, 5
Film, Television, and Video (FTV): 12, 38A, 38B, 41, 42, 44A, 45A, 48, 51A, 51B, 52, 53, 64A, 65, 67, 68, 72, 74, 77, 79
French (FRE): 1, 2, 3, 8, 11
Game Development (GAM): 2

History (HIS): 1, 2, 2H, 4, 5
Humanities (HUM): 4, 4H, 5, 5H, 8, 9, 10, 10H, 11, 16, 18, 20A, 20B, 20C, 23, 35
Italian (ITA): 1, 2, 3, 11
Japanese (JPN): 1, 2, 3, 4, 11
Music (MUS): 1, 3, 4, 5, 6, 8A, 8B, 9, 10, 11, P11, 12, P12, 19, 19H, 20, 21, 22, 23, 25, 26, P27, 28, P28, 29, 30, 31, 32A, 32B, 32C, 32D, P32A, 33, 35, 36, P36, 37, 38, 39, 40, 41, 42, 43A, 43B, 43C, 44, P44, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 65, 66, 67, 68, 69, 70, P70, 71, 72, 73, 74, 75, 76, P76, 77, P77, 78, 79, 80, 81, 82, 83, 84, P84, 85, 86, 87, 88, 89, 89H, 92, 93, 94, 95, 97, 98, 101
Philosophy (PHI): 10, 10H, 12, 13, 14, 15, 19, 22, 33, 34, 35, 36
Photography (PHO): 8
Portuguese (POR): 1, 2
Russian (RUS): 1, 2, 3, 11
Spanish (SPA): 1, 2, 2H, 3, 4, 8, 11, 12
Theater Arts (THE): 2, 3, 4, 5, 6, 9, 25, 26, 29, 30, 32, 33, 34, 35, 36, 37, 38, 39, 41, 44, 46, 48, 49, 54, 55, 56, 57, 58

D. Language and Rationality (10 units)

D1: English Composition (4 units)

English (ENG): 1A, 1AH

D2: Communication and Analytical Thinking (6-8 units)

Students must complete one course from two of the following areas. Computer Information Systems and Computer Science are treated as a single area.

Academic Literacy and Reading (ALR): 4

Communication Studies (COM): 1, 1H, 2, 3, 6, 9, 9H

Computer Information Systems (CIS): 1A, 5, 7, 14A, 17A, 18A, 30A

Computer Science (CSC): 5, 7, 8, 14A, 17A, 18A

English (ENG): 1B, 1BH

Mathematics (MAT): 1A, 1B, 1C, 2, 3, 5, 10, 11, 12, 12H, 15, 23, 25, 26, 32, 35, 36, 53

Philosophy (PHI): 11, 32

Psychology (PSY): 48, 50

Sociology (SOC): 48, 50

E. Health Education and Self Development (5 units)

E1: Health Education (3 units)

Biology (BIO): 35

Health Education (HES): 1

NOTE: Students are exempt from the Health Education requirement when they complete the Dental Hygiene program, the EMS program, or the Registered or Vocational Nursing program.

E2: Self Development (2 or 3 units)

Option 1: Kinesiology (Two activity courses)

Complete two activity courses. Any Kinesiology course with an A or V, or any Dance course with a D is considered an activity course.

Dance (DAN): D5, D8, D9, D10, D13, D14, D15, D16, D17, D20, D21, D22, D23, D25, D26, D29, D30A, D30B, D30C, D31, D31B, D32, D33, D34, D35, D37, D38, D39, D43, D44, D46, D47, D48, D49, D50, D51, D60

Kinesiology (KIN): A03, A04, A07, A11, A12, A13, A20, A21, A28, A29, A30, A31A, A31B, A31C, A40, A41, A43, A44, A46, A47, A54A, A54B, A55, A57A, A57B, A57C, A62, A64, A64A, A64B, A64C, A67, A68, A69, A71, A75A, A75B, A77A, A77B, A77C, A81, A81A, A81B, A81C, A82, A83, A86, A87, A88, A89A, A89B, A89C, A90A, A90B, A90C, V01, V02, V04, V05, V06, V07, V08, V09, V10, V11, V12, V14, V18, V19, V21, V22, V23, V24, V25, V26, V27, V33, V34, V50, V51, V52, V53, V60, V61, V70, V71, V78, V92, V94, V95

The following courses have a laboratory component and may be counted as one of the two activity courses required:

Kinesiology (KIN): 6, 23, 27, 28, 29, 33, 34

Music (MUS): 48, 49, 59, 60, 61, 66

Option 2: Fitness and Wellness (3 units)

Academic Literacy and Reading (ALR): 3

Guidance (GUI): 47, 48

Kinesiology (KIN): 4, 12, 30, 35, 36, 38

NOTE: Students are exempt from the Self Development requirement when they complete the Cosmetology program, the Registered or Vocational Nursing program, the Basic Peace Officer Training Academy, the Firefighter Academy, or the EMS program.

Proposed Curriculum Clerical Changes for 2022-2023 Catalog

AOE Clerical Changes

American Studies

Removal of the following courses due to deletion:

History: 30

Communication, Media and Languages

Removal of the following courses due to deletion:

English: 38, 39

Spanish: 1A, 1B, 13

Fine and Applied Arts

Removal of the following courses due to deletion:

Applied Digital Media: 30

Communication Studies: 19

Dance: 3, 4, D12

English: 13, 38, 39, 49

Film, Television, and Video: 43, 46

Music: 51

Photography: 10, 17

Humanities, Philosophy and Art

Addition of the following courses due to existing non-honors equivalent:

Arabic: 11H

Removal of the following courses due to deletion:

Communication Studies: 19

Dance: D12

English 38

Music: 51

Spanish: 1A, 1B, 13

Social and Behavioral Studies

Removal of the following courses due to deletion:

Administration of Justice: 16, 18, 30

Math and Science:

Removal of the following courses due to deletion:

Biology: 2A, 2B

District Curriculum Committee

Proposals for Review for Meeting: 11/16/2021

Courses

Course Deletions

		M	N	R	Discussion	Action
ASL 200	American Sign Language Work Experience	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course is not being used. Moving forward with deletion.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
BIO 2A	Invertebrate Zoology	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course has not been offered in more than a decade as demand has been too low.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
BIO 2B	Vertebrate Zoology	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course has not been offered in more than a decade as demand has been too low.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
CAT 54A	Introduction to Flash	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Update to COR.					
Tech Review:	Approved, 11/2/2021 Minutes are from 2011. Ann will investigate.					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
DAN D12	Dance Touring Ensemble	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	At this time, High School Dance Day has replaced Dance Touring Ensemble as our primary form of outreach.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 38	Introduction to Screenwriting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course has been replaced with English 38ABC, a leveled course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Course Deletions

		M	N	R	Discussion	Action
ENG 39	Screenwriting II	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	English 39 has been replaced by a leveled screenwriting course, English 38ABC					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
MKT 30	Fashion Merchandising	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	The course has been recommended for deletion as it has not been taught since 2016.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 10	Advanced Photography	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course is outdated and will be replaced with a new and updated course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 17	Introduction to Color Photography	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course is outdated and will be replaced with a new and updated course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
SCE 810	Photography for Older Adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	The course has not been taught at MVC in 20 years and is being removed from the course inventory.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
SCE 820	Music for Active Seniors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	The course has not been taught at MVC in 20 years and is being removed from the course inventory.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
SCE 821	Music Therapy for Frail Seniors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	The course has not been taught at MVC in 20 years and is being removed from the course inventory.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					

Courses

Course Deletions

		M	N	R	Discussion	Action
SCE 842	Needle Arts for Seniors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	The course has not been taught at MVC in 20 years and is being removed from the course inventory.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
SPA 13	Spanish for Health Care Professionals	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	The course hasn't been offered in many years and the colleges do not intend to offer it.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Approved, 11/9/2021	

Course Exclusions

		M	N	R	Discussion	Action
ALR 1	Reading Tutor Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	This is correction to have ALR-1 removed since it was never intended to be part of MOV Curriculum.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	

Course Inclusions

		M	N	R	Discussion	Action
DAN 6H	Dance Appreciation Honors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Info Item, 11/9/2021	
DAN D20	Introduction to Social Dance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Info Item, 11/9/2021	
DAN D21	Ballet, Beginning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Info Item, 11/9/2021	

Courses

Course Inclusions

		M	N	R	Discussion	Action
DAN D31	Hip-Hop Dance, Beginning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021		RIV:	Info Item, 11/9/2021
DAN D32	Jazz, Beginning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021		RIV:	Info Item, 11/9/2021
DAN D37	Modern Dance, Beginning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021		RIV:	Info Item, 11/9/2021
DAN D46	Pilates Mat Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Expansion of the Dance course offerings at Norco.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021		RIV:	Info Item, 11/9/2021
THE 9	Dramatic Literature-Script Analysis	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	An addition to the Theatre Arts offerings at Norco College that cover the C1 section of Arts & Humanities for IGETC. Also, an additional option for those Theatre Arts majors who need this class as part of their two-year transfer program.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021		RIV:	Info Item, 11/9/2021

Course Major Modifications

		M	N	R	Discussion	Action
H BUS 40	Introduction to Global Business	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
Rationale:	Adding Diversity SLO and Course Objectives to the Course.					
Tech Review:	Approved, 10/19/2021					
MOV:	Info Item, 10/26/2021	NOR:	Info Item, 10/26/2021		RIV:	Approved, 11/9/2021

Courses

Course Major Modifications

		M	N	R	Discussion	Action
H	BUS 840 Introduction to Global Business Rationale: Adding Diversity SLO and Course Objectives to the Course. Tech Review: Approved, 10/19/2021 MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
	DEA 40B Advanced Chairside Orthodontic Dental Assistant Rationale: This course is being updated for currency and course materials. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	ENG 91 Academic Support for English 1A Rationale: This modification is to update course materials and content in the academic support area in particular and in the methods of instruction. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	FIT C30 Intermediate Incident Command System (I-300) Rationale: Required for career advancement for firefighters in RCCD's community. This course is essential for firefighters to learn how to manage emergency incidents safely and effectively. Tech Review: Approved, 11/2/2021 For FIT courses, faculty have provided updates. Ann will work with faculty. MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	FIT COH1 Hazardous Materials Incident Commander Rationale: Course required by local Fire Departments to ensure personnel are properly trained to manage incidents within the local area within the purview of RCCD. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	FIT DO1A Fire Apparatus Driver/Operator Rationale: This course is essential for safe fire apparatus operation and career progression for professional firefighters. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Courses

Course Major Modifications

M N R Discussion

Action

FIT DO1B **Pumping Apparatus Driver/Operator 1B (2017)**

Rationale: Course required for Fire Service personnel to safely operate a fire apparatus and pump water in a variety of applications. This course facilitates the need for certification and professional development of firefighters within RCCD.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

FIT R10 **Rapid Intervention Crews and Tactics**

Rationale: Course meets train requirements needed by local Fire Service agencies to help them support the local community.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

FIT R1A **Rescue Systems 1: Basic Rescue Skills**

Rationale: Course required for professional Firefighters located in agencies within RCCD's jurisdiction. Offering this course supports the community by ensuring these personnel are trained and competent to assist the local population during an emergency.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

FIT R2A **Confined Space Rescue, Awareness Level**

Rationale: This course is essential for students to be marketable for a career in the Fire Service. Additionally, this course meets/enhances training requirements for professional firefighters in the jurisdiction of RCCD.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

FIT R3 **Vehicle Extrication**

Rationale: Course supports the training and education of professional firefighters enabling them to support the local community during an emergency situation requiring this skill-set.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

FIT R4 **Low Angle Rope Rescue Operational**

Rationale: Course is required by local Fire Department's to conduct training to support communities with the RCCD purview.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

Courses

Course Major Modifications

		M	N	R	Discussion	Action
FIT R7	Trench Rescue Technician	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Supports local firefighter training enabling them to better support the community during an emergency involving trench rescue.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
FST 1	Introduction to Film Studies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	To Meet C-ID requirements for FTVE 105/Introduction to Media Aesthetics and Cinematic Arts, update GESLOs, meet current Curriculum Committee formatting expectations, update textbook citations.To meet requirements for 5-year update cycle.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
FST 1H	Honors Introduction to Film Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This major mod update is to meet current expectations for CORs					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
FST 2	Introduction to Television Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This major modification is to update COR to current standards.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
FST 3	Introduction to International Cinema	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This major mod is to update COR to current standards.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
FST 4	Introduction to Film Genres	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This major mod is to update COR to current standards.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
FST 5	Fiction and Film: Adaptation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This major mod is to update COR to current standards.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	

Courses

Course Major Modifications

		M	N	R	Discussion	Action
H	<p>FTV 51A Film, Television and Video Laboratory I</p> <p>Rationale: As part of program review, update entry skills, add TOPS code. Also adding course objectives.</p> <p>Tech Review: Approved, 10/19/2021</p> <p>MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
H	<p>FTV 51B Film, Television and Video Laboratory II</p> <p>Rationale: Major modification to remove 45B as co-req and add objectives.</p> <p>Tech Review: Approved, 10/19/2021</p> <p>MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
	<p>HMS 21 Social Justice in the Criminal Justice System</p> <p>Rationale: Major modifications in alignment with HMS discipline curriculum decisions. The original content is covered in addition to larger social justice issues in the criminal justice system.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<p>HMS 41 Counseling and Resources for Survivors of Domestic Violence</p> <p>Rationale: Adding resources in title to reflect original content for potential students</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<p>HMS 42 Counseling & Resources for Families & the Child Welfare System</p> <p>Rationale: Updated to represent content discussed in original certificate address counseling services to families and families in the child welfare system including foster care, county services, and adoption services.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<p>HMS 43 Counseling and Resources for Older Adults and Their Families</p> <p>Rationale: Updated course title and description to clarify the category population of geriatric: older adults</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Courses

Course Major Modifications

M N R Discussion

Action

HMS 46 **Intro to Resources and Counseling Individuals on Probation or Parole**

Rationale: Major modifications in alignment with HMS discipline curriculum decisions. The original content includes instruction on helping individuals on probation and parole. The title now reflects this content.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

HMS 48 **Counseling and Case Management in Correctional Facilities**

Rationale: Major modifications in alignment with HMS discipline curriculum decisions. The original content includes instruction on counseling in corrections. The title now reflects this content.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

HMS 62 **Introduction to the Diagnostic and Statistical Manual of Mental Disorders**

Rationale: Expansion of title (DSM acronym breakdown) to bring clarity to potential students.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

HMS 71 **Grant Writing Essentials**

Rationale: Shorten title

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

HUM 10 **World Religions**

Rationale: Update to course description, SLOs, content, materials, and texts; addition of course objectives.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** [Approved, 11/9/2021](#) **RIV:** [Approved, 11/9/2021](#)

HUM 10H **Honors World Religions**

Rationale: Update to course description, SLOs, content, materials, and texts; addition of course objectives.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** [Approved, 11/9/2021](#) **RIV:** [Approved, 11/9/2021](#)

JOU 12 **Photojournalism**

Rationale: Updated to consider the shift in Photojournalism to move toward documentary photography.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** [Approved, 11/9/2021](#)

Courses

Course Major Modifications

		M	N	R	Discussion	Action
KIN 12	Sport Psychology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update sample assignments, and update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN 25	Sports Officiating - Spring Sports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update sample assignments, and update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN 34	Softball Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update course materials, add learning objectives, and update sample assignments.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN A54A	FastPitch Softball Fundamentals - Beginning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and update sample assignments.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN A54B	FastPitch Softball Fundamentals - Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and update sample assignments.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN A90A	Weight Training - Beginning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update grading methods, update sample assignments, update course content and update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN A90B	Weight Training - Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update grading methods, update course content, update course content, and update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
KIN A90C	Weight Training - Advanced	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update grading methods, update course content, update sample assignments, and update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN V02	Football, Varsity, Men	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and update sample assignments.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN V09	Swimming and Diving, Varsity Men	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and update sample assignments.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN V11	Pep Squad, Varsity, Men and Women	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and change grading options.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN V19	Swimming and Diving, Varsity, Women	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, update SLO's, and change grading options.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN V23	Water Polo, Varsity, Men	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and changed grading options.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
KIN V24	Water Polo, Varsity, Women	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Add learning objectives, update course materials, and update grade options.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
	KIN V60 Football Fundamentals, Defensive Rationale: Add learning objectives, update course content, update grading methods, update course materials and update sample assignments. Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	KIN V61 Football Fundamentals, Offensive Rationale: Add learning objectives, update sample assignments, update grading methods, update course materials and update course content. Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	KIN V70 Water Polo Techniques Rationale: Add learning objectives and update course materials. Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
H	MAG 52 Employee Training & Development Rationale: Including a new Diversity SLO. Tech Review: Approved, 10/19/2021 MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
H	MAG 60 Introduction to Hospitality Management Rationale: Adding a new Diversity SLO. Tech Review: Approved, 10/19/2021 MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
H	MAG 62 Restaurant and Hotel Management Rationale: Adding new Diversity SLO. Tech Review: Approved, 10/5/2021 MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
H	MAG 70 Introduction to Organization Development Rationale: Adding a new Diversity SLO. Tech Review: Approved, 10/19/2021 MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	

Courses

Course Major Modifications

		M	N	R	Discussion	Action
H	<p>MAN 35 Computer Aided Machining</p> <p>Rationale: There are other CAM software systems. Mastercam is still used in much of the industry many are also using Fusion 360.</p> <p>Tech Review: Approved, 10/19/2021 Hours were not updated in course description.</p> <p>MOV: Info Item, 10/26/2021 NOR: Hold, 10/26/2021 RIV: Info Item, 10/26/2021</p> <p>Course unit change affects both Manuf. Tech 1 & 2 certificates and those program changes has not been brought forward. HOLD until that is completed.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Awaiting Norco vote.	
	<p>MDA 100 Medical Assisting Externship</p> <p>Rationale: Revised objectives to align with current medical assisting duties and updated prerequisites.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<p>MDA 58A Medical Transcription/Health Documentation</p> <p>Rationale: Updating course title, objectives, corequisites, and course materials to reflect current trends in the field.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<p>MKT 20 Principles of Marketing</p> <p>Rationale: Adding Diversity SLO and Course Objectives to the Course.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	<p>MKT 40 Advertising</p> <p>Rationale: Adding Diversity SLO and Course Objectives to the Course.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	<p>MKT 41 Techniques of Selling</p> <p>Rationale: Updating course to include diversity SLO</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Courses

Course Major Modifications

		M	N	R	Discussion	Action
	<p>MKT 42 Retail Management</p> <p>Rationale: A course included in the currently existing marketing certificate and concentration.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	<p>MKT 43 Digital Marketing</p> <p>Rationale: Adding Diversity SLO and Course Objectives to the Course.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	<p>MUS 23 History of Rock and Roll</p> <p>Rationale: Update catalog description. Add objectives. Update SLO language. Update textbooks.</p> <p>Tech Review: Approved, 10/19/2021</p> <p>MOV: Approved, 10/26/2021 NOR: Approved, 10/26/2021 RIV: Approved, 10/26/2021</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	<p>MUS 26 Film Music Appreciation</p> <p>Rationale: Add objectives. Update course content and materials.</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
H	<p>MUS 89 Music of Multicultural America</p> <p>Rationale: Add objectives. Update materials.</p> <p>Tech Review: Approved, 10/19/2021</p> <p>MOV: Info Item, 10/26/2021 NOR: Approved, 10/26/2021 RIV: Approved, 10/26/2021</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Holding at originator request to expand on content.	
H	<p>MUS 89H Honors Music of Multicultural America</p> <p>Rationale: Add objectives. Update materials.</p> <p>Tech Review: Approved, 10/19/2021</p> <p>MOV: Info Item, 10/26/2021 NOR: Approved, 10/26/2021 RIV: Approved, 10/26/2021</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Holding at originator request to expand on content.	
	<p>NNA 80 Nursing Assistant Training Program (NATP)</p> <p>Rationale: Need to remove the Nelson-Denney requirement due to AB705 changes</p> <p>Tech Review: Approved, 11/2/2021</p> <p>MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Courses

Course Major Modifications

		M	N	R	Discussion	Action
NNA 80A	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Need to remove HET-80 as a requisite and in the entrance skills because the course is being deleted; update textbooks.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NNA 80B	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Need to remove HET-80 as a requisite and in the entrance skills because the course is being deleted; update textbooks.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 11A	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update SLOs to align with corequisite course					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 11B	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 11C	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 12A	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives to align with corequisite course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 12B	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
NRN 12C	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 21A	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives to align with corequisite course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 21B	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 21C	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 22A	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives to align with corequisite course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 22B	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 22C	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
NVN 52A	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 52B	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 52C	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 62A	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 62B	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 62C	Nursing Learning Laboratory			<input checked="" type="checkbox"/>		
Rationale:	Update SLOs and objectives.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 12	Photojournalism			<input checked="" type="checkbox"/>		
Rationale:	Updated to consider the shift in Photojournalism to move toward documentary photography.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
PHO 14	Lighting for Photographers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This adjustment considers the progress of photographic technology and allows students to utilize new technology for professional photographic practices.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
PHO 15	Wedding and Event Photography	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This change prepares students to photograph both weddings and professional events that share professional skills.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
PHO 18	Photoshop, Lightroom, and Printing for Photographers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This course has been updated for professional practices in contemporary commercial photography fields.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
PHO 20	Introduction to Digital Photography	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	The course is updated for contemporary photographic practices.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Approved, 11/9/2021	
PHO 8	Introduction to Film Photography	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This updates the professional practices to meet the contemporary standards of digitization, digital asset management, color film, and photography editing.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	
PHO 9	Intermediate Photography	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This update has been made to bring this course up to date with contemporary photography standards. The prerequisites have become advisory, as it is not necessary to have PHO 8 or PHO 20 to be completed before taking this course.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Approved, 11/9/2021	

Courses

Course Major Modifications

SOC 2 American Social Problems

Rationale: Course topics and emphases need to be updated.

Tech Review: Approved, 11/2/2021

MOV: Approved, 11/9/2021

NOR: Approved, 11/9/2021

RIV: Approved, 11/9/2021

M N R Discussion

Action

Course Minor Modifications

ADJ 19 Introduction to Policing

Rationale: Minor Modification: 09.17.21 Textbook Update

Tech Review: Approved, 11/2/2021

MOV: Approved, 11/9/2021

NOR: Approved, 11/9/2021

RIV: Info Item, 11/9/2021

M N R Discussion

Action

ADJ 24 Interviewing & Interrogation

Rationale: Minor Modification: 09.17.21 Textbook Update

Tech Review: Approved, 11/2/2021

MOV: Approved, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

ASL 20 Ethical and Professional Standards of Interpreting

Rationale: Two year review - with textbook update

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

ASL 22 American Deaf Culture

Rationale: Two year review with text book update.

Tech Review: Approved, 11/2/2021

MOV: Approved, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

ASL 5 American Sign Language for Interpreters

Rationale: Two year review. Updating text book.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
CAT 841	MOSPrep: Microsoft Office Word-Expert Exam Preparation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Minor mod with update to text book					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
CIS 61	Introduction to Database Theory	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Two year review with text book update					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
CSC 61	Introduction to Database Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Two-year review with text book updates.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
ENG 1B	Critical Thinking and Writing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	The current wording "a formal essay," under "Methods of Evaluation" implies that students are responsible for writing only one formal essay. However, the C-ID descriptor for ENG 1B (ENG 110) requires a "minimum of 6,000 words of formal writing." Therefore, we are making a minor modification to the COR's Methods of Evaluation, to remove the singular article ("a") and make "essay" plural (essays), so that RCCD's COR for ENG 1B aligns with the C-ID.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Info Item, 11/9/2021					
ENG 1BH	Honors Critical Thinking and Writing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	The current wording "a formal essay," under "Methods of Evaluation" implies that students are responsible for writing only one formal essay. However, the C-ID descriptor for ENG 1B (ENG 110) requires a "minimum of 6,000 words of formal writing." Therefore, we are making a minor modification to the COR's Methods of Evaluation, to remove the singular article ("a") and make "essay" plural (essays), so that RCCD's COR for ENG 1BH aligns with the C-ID.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Info Item, 11/9/2021					
KIN 23	Volleyball Coaching Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
KIN 27	Football Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
KIN 38	Stress Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating text books.					
Tech Review:	Approved, 11/2/2021					
MOV:	Not Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Info Item, 11/9/2021					
	Not Approved- Motion- R Dyer; Second- M Alvarez de Pacheco. Unanimous. Comment: KIN-38 Minor Mod proposal should not be on this agenda. There was KIN-38 Course Exclusion proposal from MOV, and Approved at MVC Curriculum Committe 10/26/21.					
KIN 42	Lifeguarding/Title 22 First Aid/Water Safety Instructor	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updated course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
KIN 43	Introduction to Personal Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update course materials.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
NNA 81	Certified Home Health Aide	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Two-year review. Update made to text book.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					

Distance Education

		M	N	R	Discussion	Action
ADM 1DE	Introduction to Applied Digital Media and Printing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021 No discipline minutes. Casandra will follow up with faculty.					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
AHS 9DE	African Art History	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ALR 1DE	Reading Tutor Training	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ART 23DE	Color Theory and Design	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
DAN 6DE2	Dance Appreciation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
EAR 30DE	Practicum in Early Childhood Education	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 14DE	American Literature I - Pre-contact through Civil War	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 15DE	American Literature II – 1860 to the Present	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
ENG 16DE	Introduction to Linguistics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 17ADE	Literary Magazine Production: Beginning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 17BDE	Literary Magazine Production: Intermediate	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 17CDE	Literary Magazine Production: Advanced	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 18DE	Survey of Native American Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 20DE	Survey of African American Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 23DE	The Bible as Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		

Courses

Distance Education

		M	N	R	Discussion	Action
ENG 24DE	Survey of Asian American Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 25DE	Latinx Literature of the United States	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 30DE2	Children's Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 34DE	Literature by Women	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021		NOR: Info Item, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 35DE	Women in Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 38ADE	Screenwriting: Beginning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021		NOR: Info Item, 11/9/2021		RIV: Approved, 11/9/2021		
ENG 38BDE	Screenwriting: Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021		NOR: Info Item, 11/9/2021		RIV: Approved, 11/9/2021		

Courses

Distance Education

		M	N	R	Discussion	Action
ENG 38CDE	Screenwriting: Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 40DE	World Literature I: From Ancient Literatures to the Seventeenth Century	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 41DE	World Literature II: Seventeenth Century through the Present	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 45DE	Modern Drama	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Info Item, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 48DE	Short Story and Novel from the Twentieth Century	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 6DE	Survey of English Literature I	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ENG 7DE	Survey of English Literature II	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
ENG 9DE	Introduction to Shakespeare	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ETS 13DE	Survey of Black Thought	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
ETS 18DE	Survey of Native American Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ETS 20DE	Survey of African American Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ETS 24DE	Survey of Asian American Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ETS 25DE	Latinx Literature of the United States	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
ETS 2DE2	Introduction to Chicanx and Latinx Studies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
HMS 64DE	Introduction to Physiology and Pharmacology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
HMS 65DE	Supervised Practicum	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
HMS 66DE	Clinically Supervised Experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Info Item, 11/9/2021					
HUM 10HDE	Honors World Religions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
HUM 23DE	The Bible as Literature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
JOU 20ADE	Newspaper: Beginning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
JOU 20BDE	Newspaper: Intermediate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
JOU 20CDE	Newspaper: Advanced	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021	NOR: Approved, 11/9/2021	RIV: Approved, 11/9/2021				
JOU 20DDE	Newspaper: Professional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021	NOR: Approved, 11/9/2021	RIV: Approved, 11/9/2021				
JOU 52ADE	Newspaper Editing: Beginning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				
JOU 52BDE	Newspaper Editing: Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				
JOU 52CDE	Newspaper Editing: Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				
JOU 52DDE	Newspaper Editing: Executive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Info Item, 11/9/2021	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				

Courses

Distance Education

		M	N	R	Discussion	Action
KIN 38DE	Stress Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Not Approved, 11/9/2021	NOR: Approved, 11/9/2021	RIV: Approved, 11/9/2021				
Not Approved: Motion- D Renfrow; Second- M Alvarez de Pacheco. Unanimous. Comment: KIN-38DE proposal should not be on this agenda. There was KIN-38 Course Exclusion proposal from MOV, and Approved at MVC Curriculum Committe 10/26/21.						
KIN 43DE	Introduction to Personal Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved,	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				
KIN 44DE	Yoga Instructor Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved,	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				
KIN 45DE	Group Fitness Instructor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved,	NOR: Info Item, 11/9/2021	RIV: Approved, 11/9/2021				
KIN 4DE2	Nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021	NOR: Approved, 11/9/2021	RIV: Approved, 11/9/2021				
KIN A46DE	Hatha Yoga, Beginning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021	NOR: Approved, 11/9/2021	RIV: Info Item, 11/9/2021				

Courses

Distance Education

		M	N	R	Discussion	Action
KIN A47DE	Hatha Yoga, Intermediate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Info Item, 11/9/2021		
KIN A75ADE	Walking for Fitness	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021 Methods of evaluation don't discuss online methods. Ann will follow up.						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
KIN A75BDE	Walking for Fitness Intermediate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021 Methods of evaluation don't discuss online methods. Ann will follow up.						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
MAT 1AHDX	Honors Calculus I	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Approved, 11/9/2021		RIV: Approved, 11/9/2021		
MDA 62DE	CPT/Coding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Info Item, 11/9/2021		RIV: Info Item, 11/9/2021		
MDA 63DE	Diagnostic Coding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Info Item, 11/9/2021		RIV: Info Item, 11/9/2021		
MDA 64DE	Advanced Diagnostic Coding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:						
Tech Review: Approved, 11/2/2021						
MOV: Approved, 11/9/2021		NOR: Info Item, 11/9/2021		RIV: Info Item, 11/9/2021		

Courses

Distance Education

		M	N	R	Discussion	Action
NNA 80ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NNA 80BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 11ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 11BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 12ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 12BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 21ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
NRN 21BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 22ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 22BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 6DE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NRN 7DE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 52ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 52BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

Distance Education

		M	N	R	Discussion	Action
NVN 62ADE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
NVN 62BDE	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PAL 65DE	Law Office Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHI 12DE	Introduction to Ethics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHI 14DE	Survey of Black Thought	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021 Needs minutes. Faculty will forward e-mail approval to Kelly.					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PSY 11DE	Psychology of Human Sexuality	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

New Courses

		M	N	R	Discussion	Action
	ADJ 27 Forensic & Crime Scene Photography Rationale: This course, an interdisciplinary partnership between the ADJ and Photography departments, will meet a significant need within the industry to provide quality training and skill-building in photography specific to forensic and crime scene environments; this new course is also being introduced within the major modification to the Crime Scene Investigation certificate in the ADJ program. Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	BUS 56 Cyber Law Rationale: A new course that is part of our Cyberpreneurship Program Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
H	CIS 27F Cyber Threat Intelligence & Automated Response Rationale: Course required for cyberpreneurship program grant. Tech Review: Approved, 10/19/2021 MOV: Info Item, 10/26/2021 NOR: Info Item, 10/26/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.	
	CIS 27G Cyberpreneurship Capstone Rationale: Last cyberpreneurship course for certificate Tech Review: Approved, 11/2/2021 Course content may need to be expanded to match ENP 27G. MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	CIS 48A Introduction to Cloud Computing Rationale: This course is part of the Cloud Administration certificate, which aims to develop technical skills for students who are interested in pursuing cloud-based support positions in the IT industry. With the increasing demands for cloud services, cloud security is an essential area of cloud computing as it emphasizes asset protection and maintenance. The obtained skills will help individuals in seeking employment and improve their social-economic status while elevate Inland Empire technical workforce. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	CIS 48D Cloud Security Essentials Rationale: This course is part of the Cloud Administration certificate, which aims to develop technical skills for students who are interested in pursuing cloud-based support and cybersecurity positions in the IT industry. With the increasing demands for cloud services, cloud security is an essential area of cloud computing as it emphasize asset protection and maintenance. The obtained skills will help individuals in seeking employment and improve their social-economic status while elevate Inland Empire technical workforce. Tech Review: Approved, 11/2/2021 GESLOs need to be removed. Entrance skills may need to be separated out. Skill ends with a comma. Ann will follow up. MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Courses

New Courses

		M	N	R	Discussion	Action	
H	CIS 70A Foundations of Data Science Rationale: Foundations of Data Science will attract students to the Data Science Certificate and Program. They will be exposed to an industry-leading programming language and statistical inference for data driven decision-making. This course will prepare students to be successful in Statistics for STEM and Introduction to Python. The Data Analytics Certificate and Associates Degree in Data Science prepares students for Junior Data Analyst positions. The U.S. Bureau of Labor Statistics reports that the demand for data science skills will drive a 27.9 percent rise in employment in the field through 2026. Data Scientist make businesses grow better and are the backbone of data-intensive companies. Tech Review: Approved, 10/19/2021 MOV: Approved, 10/26/2021			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting Riverside vote.
	NOR: Info Item, 10/26/2021						RIV: Approved, 11/9/2021
H	CIS 87B IT Project Management Framework Rationale: The goal of this class is to increase diversity in the technical workforce by providing an education platform for entry-level Associate IT Project Managers focusing on context of Project Management and Information Technology. This program aims to develop quality and quantity of technical professionals to fulfill business needs and generate greater economic impact in the greater Inland Empire region. Students will gain soft and technical skills necessary to become entry-level project management jobs, including IT project managers, project coordinators, project specialists, and assistant project managers. Employment for the Project Management is expected to increase 31% between 2017 and 2027 or 8.8 million nationwide job openings will be available over the ten-year time frame. Over the last 12 months in the Inland Empire/Desert Region, there were 2,198 job postings for project managers and 576 combined job postings for project coordinators, project specialists, and assistant project managers. Tech Review: Approved, 9/21/2021 MOV: Approved, 11/9/2021			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Riverside has approved conditionally with the understanding that if second level not added to course content by next DCC (Nov. 16) course will be held at DCC pending that correction.
	NOR: Info Item, 9/28/2021						RIV: Approved, 11/9/2021
	ENP 27G Cyberpreneurship Capstone Rationale: Last cyberpreneurship course for certificate Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NOR: Info Item, 11/9/2021						RIV: Approved, 11/9/2021
	FIT 16 Biddle Physical Ability Test Rationale: The Biddle PAT is widely accepted as an industry standard for fitness by Fire Departments in the State of California. This test is a pre-requisite for FIT S3. It is appropriate that MVC provides an opportunity for students to participate in this test locally so they can be successful in FIT S3 Fire Academy AND be marketable for a career in the Fire Service. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	NOR: Info Item, 11/9/2021						RIV: Info Item, 11/9/2021
	FIT 17 Fitness and Nutrition for Public Safety Personnel Rationale: Ensures students have a thorough understanding of fitness and nutrition pertinent to the overall health, wellness, and longevity to compliment their ability to succeed and thrive in Public Service. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	NOR: Info Item, 11/9/2021						RIV: Info Item, 11/9/2021

Courses

New Courses

		M	N	R	Discussion	Action
FIT COH2	Hazardous Materials First Responder Operational	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Course is required by Fire Departments within RCCD to safely mitigate incidents that occur in the local community.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
FIT DO1C	Aerial Apparatus Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Course is required by local area Fire Department personnel who respond and operate in the RCCD area of responsibility.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
FIT DO1D	Tillered Apparatus Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Course is required for local area Fire Department personnel to be proficient while operating this equipment in response to emergencies located in the RCCD area of responsibility.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
FIT DO1E	Wildland Fire Apparatus Driver/Operator	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Course is required by local area fire departments to ensure personnel are properly trained to respond to emergencies in RCCD's area of responsibility.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
FIT DO1F	Water Tender Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Course is a training requirement for local area Fire Departments to safely and effectively mitigate emergencies in the RCCD.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	
FIT R2C	Confined Space Rescue Technician	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	This course is required by local Fire Departments in the jurisdiction of RCCD to safely respond to and properly mitigate confined space emergency situations.					
Tech Review:	Approved, 11/2/2021					
MOV:	Approved, 11/9/2021	NOR:	Info Item, 11/9/2021	RIV:	Info Item, 11/9/2021	

Courses

New Courses

M N R Discussion

Action

FIT S404 Safety Officer (NWCG)

Rationale: Meets the continuing training for Fire Service personnel employed in RCCD's area of responsibility.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

HIS 16 African History to 1800

Rationale: There are no courses devoted to African history in the district. This course as well as History 17 seek to fill that gap in the curriculum.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: [Approved, 11/9/2021](#)

HIS 17 African History from 1800 to Present

Rationale: There are no courses devoted to African history in the district. This course as well as History 16 seek to fill that gap in the curriculum.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: [Approved, 11/9/2021](#)

HIS 18 Modern European History

Rationale: This course meets graduation and transfer requirements for CCSF GE Areas D and E, CSU GE Areas C2 and D, IGETC Areas 3B and 4, and meets a requirement for the AA-T in History.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: [Approved, 11/9/2021](#)

HIS 38 LGBTQ+ History in the United States

Rationale: Meets CSU GE Areas C2 and D and IGETC Area 3B and 4 transfer requirements. Meets major and elective requirements. Prepares students for a major in History and/or LGBT Studies. Elective in the AA-T degree in History.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: [Approved, 11/9/2021](#)

HMS 66 Clinically Supervised Experience

Rationale: This course is required to meet accreditation standards of the California Consortium of Addiction Programs and Professionals and will be added to the Drug and Alcohol Studies Certificate of Achievement.

Tech Review: Approved, 11/2/2021

Outside of class hours are indicated for an external internship. Based on other courses, the internship hours may need to be placed in the lab hours. Faculty will work to update the course.

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

Courses

New Courses

		M	N	R	Discussion	Action
	IAT 10 Industrial Automation 1 Rationale: The skills acquired from the course can help students enter industrial automation workforce. Tech Review: Approved, 11/2/2021 Will be crosslisted with SCA 10. Ann will work with faculty to make CORs match. MOV: Approved, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Info Item, 11/9/2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	MAT 1AH Honors Calculus I Rationale: This course will give STEM students in the honors program an honors math option. Tech Review: Approved, 11/2/2021 MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
H	MAT 70A Foundations of Data Science Rationale: Foundations of Data Science will attract students to the Data Science Certificate and Program. They will be exposed to an industry-leading programming language and static inference for data driven decision-making. This course will prepare students to be successful in Statistics for STEM and Introduction to Python. The Data Analytics Certificate and Associates Degree in Data Science prepares students for Junior Data Analyst positions. The U.S. Bureau of Labor Statistics reports that the demand for data science skills will drive a 27.9 percent rise in employment in the field through 2026. Data Scientist make businesses grow better and are the backbone of data-intensive companies. Tech Review: Approved, 10/19/2021 MOV: Approved, 10/26/2021 NOR: Approved, 10/26/2021 RIV: Approved, 11/9/2021	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Holding for CIS 70A.	
	MAT 70B Statistics for STEM Rationale: Statistics for STEM prepares students for upper division Data Science courses at UC and CSU. In a recent discussion with UC Riverside, it was mentioned that our current MAT-12 statistics course is not at the level for Data Science students. Math 27B will have a programming emphases with a lab component and cover more topics. In addition, it exposes the students to real data including economic data, geographic data and social networks which will prepare them for junior analyst positions. Data Scientist make businesses grow better and are the backbone of data-intensive companies. The U.S. Bureau of Labor Statistics reports that the demand for data science skills will drive a 27.9 percent rise in employment in the field through 2026. Tech Review: Approved, 11/2/2021 Extensive prep lab proposal will need to be submitted separately. MOV: Approved, 11/9/2021 NOR: Approved, 11/9/2021 RIV: Approved, 11/9/2021	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	PHO 11 Commercial and Advertising Photography Rationale: New Course Tech Review: Approved, 11/2/2021 MOV: Info Item, 11/9/2021 NOR: Info Item, 11/9/2021 RIV: Approved, 11/9/2021	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Courses

New Courses

		M	N	R	Discussion	Action
PHO 19	Color Correction and the Photographic Portfolio			<input checked="" type="checkbox"/>		
Rationale:	New Course					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 22	Photography for Social Media			<input checked="" type="checkbox"/>		
Rationale:	This course will teach students how to create professional content for social media for personal and professional purposes.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 23	Drone Photography			<input checked="" type="checkbox"/>		
Rationale:	This course will prepare students for the commercial use of drones for professional photography.					
Tech Review:	Approved, 11/2/2021 May place a limitation on enrollment or in the description a statement that students must in the first two weeks must obtain the Trust USA Recreational Drone License. May meet resistance based on the location of the college due to drone regulations. Will need to be evaluated by Risk Management.					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 27	Forensic & Crime Scene Photography		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This course, an interdisciplinary partnership between the ADJ and Photography departments, will meet a significant need within the industry to provide quality training and skill-building in photography specific to forensic and crime scene environments; this new course is also being introduced within the major modification to the Crime Scene Investigation certificate in the ADJ program.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Approved, 11/9/2021					
RIV:	Approved, 11/9/2021					
PHO 7	Medium and Large Format Film Photography			<input checked="" type="checkbox"/>		
Rationale:	New course					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021					
NOR:	Info Item, 11/9/2021					
RIV:	Approved, 11/9/2021					

Courses

New Courses

		M	N	R	Discussion	Action
H	PSY 11 Rationale: Psychology of Human Sexuality Human Sexuality has a C-ID descriptor (PSY 130) that will help provide a clear path for transfer to CSU. The course will directly contribute to the A.A.T. in Psychology by adding an option to List A. Several social justice ADTs are currently in development, and Human Sexuality is a course that can contribute to the course options for those programs. The course contributes to student self-understanding, personal growth, and well-being. It is applicable to and of interest to students from most majors. Human Sexuality will also enhance our general education offerings. In line with what is seen at quite a few CCCs, we plan to submit this course for fulfillment of Area D and Area E CSU GE requirements. It also fits in IGETC Area 4 and in RCCD GE B2: Social & Behavioral Sciences.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Holding at faculty request.	
	Tech Review: Approved, 10/19/2021 MOV: Approved, 10/26/2021					
	NOR: Approved, 10/26/2021					
	RIV: Not Approved, 11/9/2021 Discussion of a variety of points including content of the course and previous concerns regarding need for nonbinary language and inclusivity for LGBTQIA students and topics as well as content order; further discussion of edits that were made by PSY discipline, as well as C-ID language and order.					

SCA 10	Industrial Automation 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	•Examination designed to provide objective evidence that students have attained the level of understanding expected in areas detailed in the student learning objectives. •Individual, small group, or paired activities designed to allow students to demonstrate understanding of basic industrial automation concepts and tools. •Quizzes and in-class participation demonstrating proficiency in the subject matter. •A mid-term and final examination designed to assess student mastery of concepts, troubleshooting, and repair techniques commonly used in industrial automation technology. •Lab exercises designed to assess student capability to use technical tools, systems and resources to manage industrial automation tasks, documentation and safety requirements.					
Tech Review:	Approved, 11/2/2021 Will be crosslisted with IAT 10. Number will be updated to SCA 10. Ann will work with faculty to make CORs match.					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Info Item, 11/9/2021	

Disciplines

New Disciplines

		M	N	R	Discussion	Action
CRP	Carpentry	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Rationale:	An agreement made with Southwest Carpenters Union to have them train our students with the courses we develop based on Carpenter's Union Curriculum and Santiago Valley College. These courses are same as 400 series apprenticeship programs, taught by professionals on the job site. We are planning to schedule this program/courses in Fall 22.					
Tech Review:	Approved, 11/2/2021					
MOV:	Info Item, 11/9/2021	NOR:	Approved, 11/9/2021	RIV:	Info Item, 11/9/2021	

General Education

General Education Modifications

M N R Discussion

Action

MUS Careers and Entrepreneurship in Music and the Arts

Rationale: Proposal to include MUS 89 Careers in Music in RCCD GE Area E 2

Tech Review: Approved, 11/2/2021

Was designed to meet the same criteria as Cal Poly Pomona's local GE requirements for a similar course. Was not approved for CSUGE Area E, but if the course is updated it will be resubmitted. Should be reviewed at the college level.

MOV: Approved, 11/9/2021

NOR: Tabled, 11/9/2021

RIV: Hold, 11/9/2021

Removed from Action item as Course Outline if being modified.

Held at request of Music rep. for more time to work with orig-inator on course and proposal.

Programs

New Programs

M N R Discussion

Action

ADT

GEG Geography

Rationale: MVC does not currently offer an ADT in Geography and would like to offer students the opportunity to earn an Associate Degree for Transfer in Geography.

Tech Review: Approved, 11/2/2021

MOV: Approved, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

SJS Social Justice Studies

Rationale: This degree is designed to facilitate the student's passage from Norco College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies for Transfer. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in Social Justice Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an Associate Degree for Transfer is to assist students in seamlessly transferring to a CSU.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Approved, 11/9/2021

RIV: Info Item, 11/9/2021

Certificate

CIS Data Analytics

Rationale: This program addresses industry's continuing demands for professionals to test and build tools to meet the data quality validation needs for a cloud platform-based application and building enterprise analytics of large data volume. Based on Inland Empire/Desert region Labor Market Information report, the data-analysis occupation is projected to have 189 annual job openings, increasing employment by 8% through 2024. The 10th percentile hourly wage for data analysis related occupations exceeds the Family Needs Calculator self-sustainability rate, indicating that approximately the top 90% of workers in this occupation earn self-sufficient hourly wages. The courses in this program will also align with university courses, which will permit students to transfer to further develop skills and knowledge in the areas of Data Science.

Tech Review: Approved, 11/2/2021

MOV: Approved, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

Programs

New Programs

M N R Discussion

Action

Certificate

PHO **Photojournalism Essentials**

Rationale: This would be a new certificate to provide a professional context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** Approved, 11/9/2021

PHO **Professional Photography Essentials**

Rationale: This would be a new certificate to provide a professional context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** Approved, 11/9/2021

PHO **Special Event Photography Essentials**

Rationale: This would be a new certificate to provide a wedding and special event context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** Approved, 11/9/2021

PHO **Crime Scene Photography Essentials**

Rationale: This would be a new certificate to provide professional and technical skills of photography. As crime scene photographers are now civilians, students will be prepared with knowledge of crime scene photography, as well as participate in photography related professional duties in other fields.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** Approved, 11/9/2021

Programs

New Programs

M N R Discussion

Action

Degree

CIS **Data Science**

Rationale: This program addresses industry's continuing demands for professionals to test and build tools to meet the data quality validation needs for a cloud platform-based application and building enterprise analytics of large data volume. Based on Inland Empire/Desert region Labor Market Information report, the data-analysis occupation is projected to have 189 annual job openings, increasing employment by 8% through 2024. The 10th percentile hourly wage for data analysis related occupations exceeds the Family Needs Calculator self-sustainability rate, indicating that approximately the top 90% of workers in this occupation earn self-sufficient hourly wages. The courses in this program will also align with university courses, which will permit students to transfer to further develop skills and knowledge in the areas of Data Science.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

Degree & Certificate

PHO **Entrepreneurial Photography**

Rationale: This would be a new certificate to provide an entrepreneurial context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** [Approved, 11/9/2021](#)

Program Modifications

M N R Discussion

Action

ADT

ENG **English**

Rationale: Update is being made to include new course titles and cross-listings consistent with the new course outlines of record. Also updated to the newest TMC template from the Chancellor's Office.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#) **NOR:** Info Item, 11/9/2021 **RIV:** Info Item, 11/9/2021

Certificate

ADJ **Crime Scene Investigation**

Rationale: This necessary modification takes a locally approved certificate that does not meet any known employer needs or industry standards and transforms it into a state approved certificate that provides opportunities for students who complete it to meet entry-level criteria for over 85% of job postings within the region and state. The Criminalistics Learning Laboratory on campus, located in QD16.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021 **NOR:** Info Item, 11/9/2021 **RIV:** [Approved, 11/9/2021](#)

Programs

Program Modifications

M N R Discussion

Action

Certificate

ADJ **Crime Scene Investigation**

Rationale: Norco College's current certificate in CSI is only a locally approved 15 credit certificate program. Over the course of the last two years, Dr. Matuszak conducted a thorough review of the program, its offerings, its courses, and industry and employer needs. This information was brought forth in discipline meetings and was then discussed in length at our Advisory Board meetings wherein they agreed that an overall modification was necessary.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: [Approved, 11/9/2021](#)

RIV: Info Item, 11/9/2021

HMS **Child Welfare & Family Studies**

Rationale: Program modifications are approved by HMS discipline faculty members. PLO/SLO alignment completed. HMS-40 is omitted and HMS-42 is added. Content in HMS-40 is covered in other course offerings HMS-42 emphasizes child welfare content.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

HMS **Drug and Alcohol Studies**

Rationale: Program modifications are approved by HMS discipline faculty members. PLO/SLO alignment completed. The modifications of the Drug and Alcohol Studies program are proposed to meet accreditation standards and help prepare students to take the State exam for certification

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

HMS **Social Justice System Studies**

Rationale: Program modifications are approved by HMS discipline faculty members. PLO/SLO alignment completed. Content from HMS-44, HMS-45, and HMS-47 is covered in the other required courses in the Social Justice Systems Studies certificate

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

HMS **Behavioral Therapist**

Rationale: HMS discipline discussed reduction of courses included on the Behavioral Therapist certificate as content is discussed within other required courses.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

Programs

Program Modifications

M N R Discussion

Action

Certificate

HMS **Multicultural Counseling & Advocacy Resources**

Rationale: Per the recommendation of the Social Work, Human Services, & Counseling Practices discipline and Department approval, this modification will allow for the certificate and degree title to reflect the Discipline title and will add all remaining HMS courses as elective options.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

HMS **Military Social Work**

Rationale: Per the recommendation of the Social Work, Human Services, & Counseling Practices discipline and Department approval, this modification will allow for the certificate and degree title to reflect the Discipline title and will add all remaining HMS courses as elective options.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

Degree & Certificate

CIS **Simulation and Gaming: Game Art**

Rationale: Program required modification, there were several courses, that were deleted from the curriculum inventory, or modified.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

FIT **Firefighter Academy**

Rationale: Valued recommendations from Fire Academy instructors and key stakeholders warranted increased hours for this program to ensure perishable skills are given additional time to ensure proficiency. This will ensure students have the skills needed to be marketable, successful, and perform as career firefighters.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

HMS **Social Work, Human Services, & Counseling Practices**

Rationale: Per the recommendation of the Social Work, Human Services, & Counseling Practices discipline and Department approval, this modification will allow for the certificate and degree title to reflect the Discipline title and will add all remaining HMS courses as elective options.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

Programs

Program Modifications

M N R Discussion

Action

Degree & Certificate

H MAN **Computer Numerical Control Programming** Holding for MAN 35
Rationale: Decreasing one class by one unit (Man 35). The class can be taught in 4 units instead of 5. We are changing the name of the course (MAN 35) From Computer Aided Manufacturing-Mastercam to Computer Aided Machining. In this course we would like to be able to teach either Mastercam and/or Fusion 360 and not just focus on Mastercam. We also would like to give the students the option to take a new class teaching a new program known as Fusion 360 instead of Mastercam. The industry is stating that more and more companies are using Fusion 360.

Tech Review: Approved, 10/5/2021

MOV: Info Item, 10/12/2021

NOR: [Approved, 10/26/2021](#)

RIV: Info Item, 10/12/2021

MDA **Administrative/Clinical Medical Assisting**
Rationale: The new course title better reflects the purpose of the course as both administrative and clinical skills may be practiced.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

MDA **Transcriptionist/Health Documentation Specialist**
Rationale: The new program name better reflects the current practices and trends in the industry. This also the reason for the change in the course title for MDA-58A.

Tech Review: Approved, 11/2/2021

MOV: [Approved, 11/9/2021](#)

NOR: Info Item, 11/9/2021

RIV: Info Item, 11/9/2021

PHO **Photography**
Rationale: Rationale: This certificate/degree is being updated to reflect industry standards. Courses are being removed with additional courses being added. Additional course names are being updated.

Tech Review: Approved, 11/2/2021

MOV: Info Item, 11/9/2021

NOR: Info Item, 11/9/2021

RIV: [Approved, 11/9/2021](#)

**Riverside Community College District
District Curriculum Committee**

Program Documentation for November 16, 2021

Program Outline

Title: Associate Degree for Transfer in Geography

Originator: Anya-Kristina Marquis

Date 10/21/2021

Department: Humanities, Education, Social and Behavioral Sciences

College: Moreno Valley College Norco College Riverside City College

TOPs Code: 2206.00 **CIP Code:** 45.0701

Type of ADT: Associate in Arts for Transfer Associate in Science for Transfer

This is a: New ADT Modification to an existing ADT

If this is a modification to an existing ADT, please specify the changes being made:

(Please be specific! Indicate any changes such as title, description, learning outcomes, courses, unit values, etc.)

Rationale:

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

MVC does not currently offer an ADT in Geography and would like to offer students the opportunity to earn an Associate Degree for Transfer in Geography.

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 ADTs must include the following:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative *(See next page)*
- C-ID or Assist Articulation Information, and the most current TMC Template *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

The Associate in Arts in Geography for Transfer Degree satisfies the lower division requirements for the baccalaureate degree in Geography at a California State University. California community college students who complete the degree requirements will seamlessly transfer to a California State University to complete the upper division requirements for their baccalaureate degree. A primary mission of the California Community Colleges is to provide education, training, and services that contribute to the advancement of California's economic growth, global competitiveness, and work force improvement. The Associate in Arts in Geography for Transfer Degree meets the goals of this mission, and also prepares students to approach the solving of real world problems through application of comparative perspectives inherent in geographic education. Students who complete the Associate in Arts in Geography for Transfer Degree requirements will gain an in-depth awareness and understanding of Earth's natural environment and processes, culture, politics and economics for the globalized world in which we live.

Item 2. Catalog Description

Geography ADT students will learn and practice applying knowledge of how Earth's environment, culture, politics, and economics are interconnected in today's globalized world. Geographers apply their knowledge and skills to solve problems and improve people's lives in their own neighborhoods, across California and the US, and around the world. The Associate of Arts in Geography Degree for Transfer (ADT) is designed to prepare students to successfully transfer to CSU or UC Bachelor's Degree Geography programs with junior status. Using the fundamentals of the scientific method, critical thinking, research methods, spatial data analysis, and landscape interpretation, the Geography ADT will prepare students for study in a wide range of 4-year degrees in environmental and social science fields.

Program Learning Outcomes

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

- Identify and understand critical environmental, cultural, and social challenges of the past, present and future, at a variety of scales and use that knowledge to navigate life and career.
- Utilize resources, field equipment, spatial technology, and map data to research and identify various ways of understanding geographic patterns, challenges, problems and solutions.
- Analyze culture, society and the natural environment from a geographic perspective, with emphasis placed on regional patterns and the geographic theme of location.

Required Courses: 6-7 units

Course	Title	Units
GEG-1/1H	Physical Geography / Honors	3
GEG-1L	Physical Geography Laboratory	1
GEG-2 or GEG-3	Human Geography World Regional Geography	3

Elective Courses: 12 units

List A: Choose 6-7 units from List A or any course not used above

Course	Title	Units
GEG-4	Geography of California	3
GEG-7	Map Interpretation and Analysis	3
GEG-8	Introduction to Geographic Information Systems with Lab	3
GEG-30A or GEG-30B or GEG-30C or GEG-30D	Field Studies in Geography	1

List B: Choose 6 units from List B or any course not used above

Course	Title	Units
ANT-2/2H	Cultural Anthropology / Honors	3

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Geography for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of “C” or better (or a “P” if taken as Pass/No Pass).

Program Outline

Title: Associate in Arts in Social Justice Studies for Transfer Degree

College: Moreno Valley College Norco College Riverside City College

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

TOPs Code: 2201.30

CIP Code:

Type of ADT: Associate in Arts for Transfer Associate in Science for Transfer

This is a: New ADT Modification to an existing ADT

If this is a modification to an existing ADT, please specify the changes being made:

(Please be specific! Indicate any changes such as title, description, learning outcomes, courses, unit values, etc.)

Rationale:

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

This degree is designed to facilitate the student’s passage from Norco College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies for Transfer. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor’s Degree in Social Justice Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an Associate Degree for Transfer is to assist students in seamlessly transferring to a CSU.

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 ADTs must include the following:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative *(See next page)*
- Completed Chancellor’s Office Template (TMC) *(Must be most current version available)*
- C-ID or ASSIST Articulation Information, as required by the TMC *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student’s passage from Norco College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies for Transfer. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor’s Degree in Social Justice Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an Associate Degree for Transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts in Social Justice Studies for Transfer is designed to provide a clear pathway to a CSU major and baccalaureate programs in Social Justice, Ethnic Studies, Women, Gender, or Sexuality Studies, or to programs focused on ethnic groups such as Chicano/Latino Studies, African American Studies, Asian American Studies, or Native American Studies. Social Justice Studies explores the experiences of individuals from various groups, focusing on race, ethnicity, gender, and sexuality, and the complex relations and phenomena of culture, power, oppression, equity, and equality. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Upon successful completion of this program, the student will be able to:

1. Utilize theoretical perspectives as they relate to structures and systems of power and oppression including critical ethnic studies, Critical Race Theory (CRT), feminist theory, or queer and trans theory
2. Employ the principles of Social Justice Studies, Ethnic Studies, or Women, Gender, & Sexuality Studies to identify, explore, and analyze examples of prejudice, discrimination, or oppression in historical or cultural frameworks
3. Engage critical thinking and communication skills with a focus on cultural and global awareness
4. Use statistics or research methods in the behavioral and social sciences to better analyze issues related to Social Justice Studies
5. Analyze issues across multiple disciplines through a social justice lens.

Required Courses: 18-20 units

Course	Title	Units
SJS-110	Introduction to Social Justice Studies	3
OR		
SOC-10/10H*	Race and Ethnic Relations/Honors	3
SOC-15*	Introduction to Women’s Studies	3
MAT-12/12H*	Statistics/Honors	4
OR		
PSY/SOC-48*	Statistics for the Behavioral Sciences	3

List A	Select three courses from at least two of the areas below	9-10
--------	---	------

List A: Select three courses from at least two of the following areas 9-10 units

Area 1: History or Government

Course	Title	Units
ETS-2/HIS-31*	Introduction to Chicano/a Studies	3
ETS/HIS-14*	African American History I	3
ETS/POL-21*	Latinx Politics	3
ETS/POL-23*	Race, Ethnicity, and Politics in America	3
HIS-34*	History of Women in America	3
POL-20*	Latin American Politics	3

Area 2: Arts and Humanities

Course	Title	Units
ENG-35*	Images of Women in Literature	3
ETS/ENG-18*	Survey of Native American Literature	3
ETS/ENG-20*	Survey of African American Literature	3
ETS/ENG-24*	Survey of Asian American Literature	3
ETS/ENG-25*	Latinx Literature of the United States	3
HUM-9*	American Voices	3
HUM-10/10H*	World Religions/Honors	3
HUM-16*	Arts and Ideas: American Culture	3
HUM/PHI-35*	Philosophy of Religion	3
MUS-89/89H*	Music of Multicultural America/Honors	3

Area 3: Social Science

Course	Title	Units
ANT-2/2H*	Cultural Anthropology/Honors	3
ANT-7*	Anthropology of Religion	3
ANT-8*	Language and Culture	3
ETS-27/ANT-4*	Native American Cultures	3
COM-12*	Intercultural Communication	3
COM-13*	Gender and Communication	3
PSY-8*	Introduction to Social Psychology	3
PSY-9*	Developmental Psychology	3
PSY-50*	Research Methods in Psychology	4
SOC-2*	American Social Problems	3
SOC-3*	Social Inequality	3
SOC-50*	Introduction to Social Research Methods	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies for Transfer degree will be awarded upon completion of 60

California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of “C” or better (or a “P” if taken as Pass/No Pass).

Program Outline

Title: Data Analytics

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: 070730

CIP Code: 11.0501

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 New Local certificate Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:

This program addresses industry’s continuing demands for professionals to test and build tools to meet the data quality validation needs for a cloud platform-based application and building enterprise analytics of large data volume. Based on Inland Empire/Desert region Labor Market Information report, the data-analysis occupation is projected to have 189 annual job openings, increasing employment by 8% through 2024. The 10th percentile hourly wage for data analysis related occupations exceeds the Family Needs Calculator self-sustainability rate, indicating that approximately the top 90% of workers in this occupation earn self-sufficient hourly wages. The courses in this program will also align with university courses, which will permit students to transfer to further develop skills and knowledge in the areas of Data Science.

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

- Discipline
- 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; also be recent within 2 years).*-
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

Data Analytics Certificate of Achievement provides students with a foundation in data analysis, in which students will model, synthesize, and present large data sets for business decision making. Courses will focus on the techniques and tools to extract data from various data sources, model, integrate data, and visualize data for organizational decision making and intelligence gathering. The program prepares students for entry-level jobs, or to help them advance into careers, such as Operation Data Analyst, Business Analytics Specialist, System Data Analyst, Data Visualization Developer, Test Data Analyst, and Market Research Analyst. Topics covered will include statistics, research methods, SQL queries, systems analysis, design, and applied predictive analytics.

Program Learning Outcomes:

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

- Identify, extract, clean and maintain data in databases.
- Interpret and evaluate data trends or patterns in complex data sets using statistical techniques, analytic methods, and tools.
- Create and monitor reports to preserve data quality, identify critical issues, trends, and potential solutions.

Item 2. Catalog Description

Data Analytics Certificate of Achievement provides students with a foundation in data analysis, in which students will model, synthesize, and present large data sets for business decision making. Courses will focus on the techniques and tools to extract data from various data sources, model, integrate data, and visualize data for organizational decision making and intelligence gathering. The program prepares students for entry-level jobs, or to help them advance into careers, such as Operation Data Analyst, Business Analytics Specialist, System Data Analyst, Data Visualization Developer, Test Data Analyst, and Market Research Analyst. Topics covered will include statistics, research methods, SQL queries, systems analysis, design, and applied predictive analytics.

Program Requirement:

Before entering this program, students must complete MAT-35 and MAT-10 or MAT-23 or qualifying placement level in mathematics to be successful in courses in the program.

Program Learning Outcomes:

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

- Identify, extract, clean and maintain data in databases.
- Interpret and evaluate data trends or patterns in complex data sets using statistical techniques, analytic methods, and tools.
- Create and monitor reports to preserve data quality, identify critical issues, trends, and potential solutions.

Required Courses: 30 units

Course	Title	Units	Sequencing
CIS-1A	Introduction to Computer Information Systems	3	Semester 1
MAT-70A/CIS-70A	Foundations of Data Science	3	Semester 1
CIS/CSC-61	Introduction to Database Theory	3	Semester 1
CIS-30A	Introduction to Python Programming	3	Semester 1

or CSC-8	or Programming Concepts: Python		
MAT-70B	Statistics for STEM	4	Semester 2
MAT-1A	Calculus I	4	Semester 2
CIS/CSC-63	Introduction to Structured Query Language (SQL)	3	Semester 2
MAT-1B	Calculus II	4	Semester 3
CIS-30E	Advanced Python Programming	3	Semester 3

Elective Courses: 3 units

Course	Title	Units	Sequencing
CIS-68A or	Introduction to Machine Learning	3	Semester 3
CIS-68B or	Big Data Fundamentals	3	Semester 3
CIS/CSC-2 or	Fundamental of Systems Analysis	3	Semester 3
CIS/CSC-20	Systems Analysis and Design	3	Semester 3

Total Program Units: 33 units

Item 3. Program Requirements

Required Courses: 30 units

Course	Title	Units	Sequencing
CIS-1A	Introduction to Computer Information Systems	3	Semester 1
MAT-70A/CIS-70A	Foundations of Data Science	3	Semester 1
CIS/CSC-61	Introduction to Database Theory	3	Semester 1
CIS-30A or CSC-8	Introduction to Python Programming or Programming Concepts: Python	3	Semester 1
MAT-70B	Statistics for STEM	4	Semester 2
MAT-1A	Calculus I	4	Semester 2
CIS/CSC-63	Introduction to Structured Query Language	3	Semester 2
MAT-1B	Calculus II	4	Semester 3
CIS-30E	Advanced Python Programming	3	Semester 3

Elective Courses: 3 units

Course	Title	Units	Sequencing
CIS-68A or	Introduction to Machine Learning	3	Semester 3
CIS-68B or	Big Data Fundamentals	3	Semester 3
CIS/CSC-2 or	Fundamental of System Analysis	3	Semester 3
CIS/CSC-20	Systems Analysis and Design	3	Semester 3

Total Program Units: 33 units

The **Certificate of Achievement in Data Analytics** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Item 4. Master Planning

This cross-discipline certificate will increase the diversity in Inland Empire workforce by providing technical training emphasis in Career Technical Education. This program will increase the diversity of student population in STEM, Computer Information Systems and Mathematics, aligning with Guided Pathway to support student success. The growth of the program will also address to need to improve special populations in STEM, such as potentially increasing the population of female students and professionals in the areas of STEM. The program is expected to have a steady growth after the initial year with program promotional outreach to local high schools and community centers.

Item 5. Enrollment and Completer Projections

Enrollment Projects for courses are as followed:

Required courses:

- CIS-1A: 49 students
- MAT-27B: 49 students
- CIS/CSC-61: 49 students
- CIS-30A or CSC-8: 49 students
- CIS-68A/MAT27A: 49 students
- CIS-68B: 49 students

Electives:

- CIS-68C: 49 students
- CIS-2: 49 students
- CIS-20: 49 students

This program is expected to have 50 to 100 students by Spring 2023.

Item 6. Place of Program in Curriculum/Similar Programs

Most of the courses in the program are active courses that are currently offered at all three campuses in RCCD. The new courses will be incorporated into the program seamlessly. No other programs are similar or the same as the proposed Data Analytics program.

Item 7. Similar Programs at Other Colleges in Service Area

No other college in the region offers similar program. This program offers opportunities for students to acquire technical training that will help them build careers and contribute to Inland Empire social-economic improvement. It also provides local organizations access to a growing workforce and training resources for their incumbent workers.

Item 8. Transfer Preparation Information (if applicable)

Existing courses have been articulated for UC and CSU transfer. New courses can be articulated as transferrable courses at University of California Riverside, California State University San Bernardino, Cal-Poly Pomona, and other institutions. The courses in this certificate can be used toward Associate Degree to Transfer for Data Science for UC and CSU.

Program Outline

Title: Photojournalism Essentials

Originator: Matthew Brabant

Date 10/6/2021

Department: Photography

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: 1012.00 **CIP Code:** 10.0201

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:

Rationale:

This would be a new certificate to provide a professional context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

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.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This certificate provides students with the necessary skills to become a photojournalist or a freelance photographer for publications, public relations, and other professional fields. They will learn important required skills from the understanding of how to manually operate a camera in a vast array of lighting situations, adding and modifying photographic lighting, how to handle business essentials required for freelance photographers, professionally edit photographs, and skillsets required to become a photojournalist or freelance photographer.

Item 2. Catalog Description

This certificate provides students with the necessary skills to become a photojournalist or a freelance photographer for publications, public relations, and other professional fields. They will learn important required skills from the understanding of how to manually operate a camera in a vast array of lighting situations, adding and modifying photographic lighting, how to handle business essentials required for freelance photographers, professionally edit photographs, and skillsets required to become a photojournalist or freelance photographer.

Program Learning Outcomes

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

- Understand the ethics and skillsets required for photojournalism and demonstrate photojournalistic style of photography
- Demonstrate understanding of narrative and storytelling strategies required for photojournalism assignments
- Identify, describe, and demonstrate proper business topics required for a photojournalism and publications in a contemporary environment
- Understand how to manage lighting in a vast array of on-assignment scenarios and situations

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 12 units

Course	Title	Units	Sequencing
PHO-20	Intro to Digital Photography	3	1
PHO-14	Lighting for Photographers	3	2
PHO-67	Business Practices for Photographers	3	1
PHO-12	Photojournalism	3	2

Elective Courses: 0 units

Course	Title	Units	Sequencing

Total Program Units: 12 units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This will be placed in the Photography program.

Item 7. Similar Programs at Other Colleges in Service Area

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate

Mount San Jacinto – Photography A.S., Photography Certificate

The community colleges listed above offer a variety of different photography certificates and Associates degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

n/a

Program Outline

Title: Professional Photography Essentials

Originator: Matthew Brabant

Date 10/6/2021

Department: Photography

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: 1012.00 **CIP Code:** 10.0201

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:

Rationale:

This would be a new certificate to provide a professional context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

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.*)

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This certificate provides students with the necessary skills to become a professional special event photographer. They will learn important needed skills from the understanding of how to manually operate a camera in a vast array of lighting situations, how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Item 2. Catalog Description

This certificate provides students with the necessary skills to become a professional special event photographer. They will learn important needed skills from the understanding of how to manually operate a camera in a vast array of lighting situations, how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Program Learning Outcomes

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

- Understand the core requirements for creating a successful photography business
- Demonstrate proficiency in the manual control of a camera for a commercial photographic environment
- Identify an introduction to lighting equipment used for professional photography assignments

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 9 units

Course	Title	Units	Sequencing
PHO-20	Intro to Digital Photography	3	1
PHO-14	Lighting for Photographers	3	1
PHO-67	Business Practices for Photographers	3	1

Elective Courses: 0 units

Course	Title	Units	Sequencing

Total Program Units: 9 units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This will be placed in the Photography program.

Item 7. Similar Programs at Other Colleges in Service Area

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate

Mount San Jacinto – Photography A.S., Photography Certificate

The community colleges listed above offer a variety of different photography certificates and Associates degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

n/a

Program Outline

Title: Special Event Photography Essentials

Originator: Matthew Brabant

Date 10/6/2021

Department: Photography

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: 1012.00 **CIP Code:** 10.0201

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:

Rationale:

This would be a new certificate to provide a wedding and special event context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

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.*)

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This certificate provides students with the necessary skills to become a professional special event photographer. They will learn important needed skills from the understanding of how to manually operate a camera in a vast array of lighting situations, how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Item 2. Catalog Description

This certificate provides students with the necessary skills to become a professional special event photographer. They will learn important needed skills from the understanding of how to manually operate a camera in a vast array of lighting situations, how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Program Learning Outcomes

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

- Understand how to create complete wedding and other event photographic packages for clients
- Create a cohesive photographic style that applies to the chosen form of special event or wedding photography
- Analyze the geographic photographic market to create a viable business plan that will be appropriate to attract clients in the chosen type of event or wedding photography
- Produce a wedding photography or event photography portfolio of work to attract clients and represent the skill level of photographic work

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 12 units

Course	Title	Units	Sequencing
PHO-15	Wedding and Event Photography	3	2
PHO-67	Business Practices for Photographers	3	1
PHO-20	Intro to Digital Photography	3	1
PHO-19	Color Correction and the Photographic Portfolio	3	2

Elective Courses: 0 units

Course	Title	Units	Sequencing

Total Program Units: 12 units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This will be placed in the Photography program.

Item 7. Similar Programs at Other Colleges in Service Area

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate

Mount San Jacinto – Photography A.S., Photography Certificate

The community colleges listed above offer a variety of different photography certificates and Associates

degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional

field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

n/a

Program Outline

Title: Crime Scene Photography Essentials

Originator: Matthew Brabant

Date 10/6/2021

Department: Photography

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: 1012.00 **CIP Code:** 10.0201

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:

Rationale:

This would be a new certificate to provide professional and technical skills of photography. As crime scene photographers are now civilians, students will be prepared with knowledge of crime scene photography, as well as participate in photography related professional duties in other fields.

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.*)

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This certificate provides students with necessary photographic skills to prepare them for an understanding of crime scene photography. They will learn important needed skills from the understanding of how to manually operate a camera in many lighting situations, the basics of crime scene photography, professionally edit photographs, and the art of drone photography.

how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Item 2. Catalog Description

This certificate provides students with the necessary skills to become a professional special event photographer. They will learn important needed skills from the understanding of how to manually operate a camera in a vast array of lighting situations, how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Program Learning Outcomes

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

- Understand the core concepts of crime scene photography for the professional field.
- Show technical competency in knowledge required for evidence documentation, proper evidence handling, and accurate photographic recording.
- Demonstrate proficiency in handling forensic photography equipment

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 6 units

Course	Title	Units	Sequencing
PHO 27/ADJ 27	Crime Scene Photography	3	1
PHO 20	Intro to Digital Photography	3	1

Elective Courses: 3 units

Course	Title	Units	Sequencing
PHO-23	Drone Photography	3	2
PHO-9	Intermediate Photography	3	2

Total Program Units: 9 units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15

Item 6. Place of Program in Curriculum/Similar Programs

This will be placed in the Photography program.

Item 7. Similar Programs at Other Colleges in Service Area

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate

Mount San Jacinto – Photography A.S., Photography Certificate

The community colleges listed above offer a variety of different photography certificates and Associates

degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional

field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

n/a

Program Outline

Title: Data Science

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: 070730

CIP Code: 11.0501

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 New Local certificate Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:

This program addresses industry’s continuing demands for professionals to test and build tools to meet the data quality validation needs for a cloud platform-based application and building enterprise analytics of large data volume. Based on Inland Empire/Desert region Labor Market Information report, the data-analysis occupation is projected to have 189 annual job openings, increasing employment by 8% through 2024. The 10th percentile hourly wage for data analysis related occupations exceeds the Family Needs Calculator self-sustainability rate, indicating that approximately the top 90% of workers in this occupation earn self-sufficient hourly wages. The courses in this program will also align with university courses, which will permit students to transfer to further develop skills and knowledge in the areas of Data Science.

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

- Discipline
- 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; also be recent within 2 years).*-
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

Associate Degree of Science in Data Science provides students with a foundation in data analysis, in which students will model, synthesize, and present large data sets for business decision making. Courses will focus on the techniques and tools to extract data from various data sources, model, integrate data, and visualize data for organizational decision making and intelligence gathering. The program prepares students for entry-level jobs, or to help them advance into careers, such as Operation Data Analyst, Business Analytics Specialist, System Data Analyst, Data Visualization Developer, Test Data Analyst, and Market Research Analyst. Topics covered will include statistics, research methods, SQL queries, systems analysis, design, and applied predictive analytics.

Program Learning Outcomes:

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

- Identify, extract, clean and maintain data in databases.
- Interpret and evaluate data trends or patterns in complex data sets using statistical techniques, analytic methods, and tools.
- Create and monitor reports to preserve data quality, identify critical issues, trends, and potential solutions.

Item 2. Catalog Description

Associate Degree of Science in Data Science provides students with a foundation in data analysis, in which students will model, synthesize, and present large data sets for business decision making. Courses will focus on the techniques and tools to extract data from various data sources, model, integrate data, and visualize data for organizational decision making and intelligence gathering. The program prepares students for entry-level jobs, or to help them advance into careers, such as Operation Data Analyst, Business Analytics Specialist, System Data Analyst, Data Visualization Developer, Test Data Analyst, and Market Research Analyst. Topics covered will include statistics, research methods, SQL queries, systems analysis, design, and applied predictive analytics.

Program Requirement:

Before entering this program, student must complete MAT – 35 and MAT-10 or MAT-23 or qualifying placement level in mathematics to be successful in courses in the program.

Program Learning Outcomes:

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

- Identify, extract, clean and maintain data in databases.
- Interpret and evaluate data trends or patterns in complex data sets using statistical techniques, analytic methods, and tools.
- Create and monitor reports to preserve data quality, identify critical issues, trends, and potential solutions.

Required Courses: 37 units

Course	Title	Units	Sequencing
CIS-1A	Introduction to Computer Information Systems	3	Semester 1
MAT-70A/CIS-70A	Foundations of Data Science	3	Semester 1
CIS/CSC-61	Introduction to Database Theory	3	Semester 1
CIS-30A or	Introduction to Python Programming or	3	Semester 1

CSC-8	Programming Concepts: Python		
MAT-70B	Statistics for STEM	4	Semester 2
MAT-1A	Calculus I	4	Semester 2
CIS/CSC-63	Introduction to Structured Query Language (SQL)	3	Semester 2
MAT-1B	Calculus II	4	Semester 3
CIS-30E	Advanced Python Programming	3	Semester 3
MAT-1C	Calculus III	4	Semester 4
MAT-3	Linear Algebra	3	Semester 4

Elective Courses: 3 units

Course	Title	Units	Sequencing
CIS-68A or	Introduction to Machine Learning	3	Semester 3
CIS-68B or	Big Data Fundamentals	3	Semester 3
CIS/CSC-2 or	Fundamentals of Systems Analysis	3	Semester 4
CSC-20	System Analysis and Design	3	Semester 4

Total Program Units: 40 units

Item 3. Program Requirements

Required Courses: 37 units

Course	Title	Units	Sequencing
CIS-1A	Introduction to Computer Information Systems	3	Semester 1
MAT-70A/CIS-70A	Foundations of Data Science	3	Semester 1
CIS/CSC-61	Introduction to Database Theory	3	Semester 1
CIS-30A or CSC-8	Introduction to Python Programming or Programming Concepts: Python	3	Semester 1
MAT-70B	Statistics for STEM	4	Semester 2
MAT-1A	Calculus I	4	Semester 2
CIS/CSC-63	Introduction to Structured Query Language (SQL)	3	Semester 2
MAT-1B	Calculus II	4	Semester 3
CIS-30E	Advanced Python Programming	3	Semester 3
MAT-1C	Calculus III	4	Semester 4
MAT-3	Linear Algebra	3	Semester 4

Elective Courses: 3 units

Course	Title	Units	Sequencing
CIS-68A or	Introduction to Machine Learning	3	Semester 3
CIS-68B or	Big Data Fundamentals	3	Semester 3
CIS/CSC-2 or	Fundamentals of Systems Analysis	3	Semester 4
CSC-20	Systems Analysis and Design	3	Semester 4

Total Program Units: 40 units

The **Associate of Science Degree in Data Science** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Minimum Degree Units		Maximum Degree Units	
Minimum Required Units	40	Maximum Required Units	40
Minimum Elective Units	3	Maximum Elective Units	3
Local GE Required Units	27	CSUGE Required Units	39
Double Counted Units	3	Double Counted Units	15
Total Minimum Degree Units	67	Total Maximum Degree Units	67

Item 4. Master Planning

This degree will increase the diversity in Inland Empire workforce by providing technical training emphasis in Career Technical Education. This program will increase the diversity of student population in STEM, Computer Information Systems and Mathematics. It will allow student to transfer to UC or CSU to pursue a bachelor’s degree in Data Science or related areas. The program will also improve the growth in special populations in STEM education, such as potentially increasing the population of female students and under-represented populations in the areas of STEM. The program is expected to have a steady growth after the initial year with program promotional outreach to local high schools and community centers.

Item 5. Enrollment and Completer Projections

Enrollment Projects for courses are as followed:

Required courses:

- CIS-1A: 49 students
- MAT-70A/CIS-70A: 49 students
- MAT-20B: 49 students
- CIS/CSC-61: 49 students
- CIS/CSC-63: 49 students
- CIS-30A or CSC-8: 49 students
- CIS-68B: 49 students

Electives:

- CIS-68A: 49 students
- CIS-68B: 49 students
- CIS-2: 49 students
- CIS-20: 49 students

This program is expected to have 50 to 100 students by Fall 2023.

Item 6. Place of Program in Curriculum/Similar Programs

Most of the courses in the program are active courses that are currently offered at all three campuses in RCCD. The new courses will be incorporated into the program seamlessly. No other programs are similar or the same as the proposed Data Analytics program.

Item 7. Similar Programs at Other Colleges in Service Area

No other college in the region offers similar program. This program offers opportunities for students to acquire technical training that will help them build careers and contribute to Inland Empire social-

economic improvement. It also provides local organizations access to a growing workforce and training resources for their incumbent workers.

Item 8. Transfer Preparation Information (if applicable)

Existing courses have been articulated for UC and CSU transfer. New courses can be articulated as transferrable courses at University of California Riverside, California State University San Bernardino, Cal-Poly Pomona and other institutions. The courses in this certificate can be used toward Associate Degree to Transfer for Data Science for UC and CSU.

Program Outline

Title: Entrepreneurial Photography

Originator: Matthew Brabant

Date 10/6/2021

Department: Photography

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: 1012.00 **CIP Code:** 10.0201

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:

Rationale:

This would be a new certificate to provide an entrepreneurial context and background for students in conjunction with the fortification of photography knowledge. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields.

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.*)

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for a photographic entrepreneurial environment, where they will be able to create a photography business, participate in photography related fields, or complete freelance work. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, how to start and manage a photography business, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio.

Item 2. Catalog Description

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for a photographic entrepreneurial environment, where they will be able to create a photography business, participate in photography related fields, or complete freelance work. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, how to start and manage a photography business, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio.

Program Learning Outcomes

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

- Demonstrate the ability to create and run a photography business
- Practice advanced business topics required for a photographic freelance environment
- Understand how to maintain a consistent photographic style throughout professional photography packages to present to clients and to complete assignments
- Create a creative and consistent brand of photography that addresses the geographic need of the photographic market
- Manage photographic lighting such as portable flashes and strobes as appropriate for freelance requirements
- Analyze contemporary trends in photography and understand how to creatively create work that is original and desirable

Item 3. Program Requirements

*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.
Revised September 2021*

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 12 units

Course	Title	Units	Sequencing
PHO-8 or PHO-20	Introduction to Film Photography Introduction to Digital Photography	3 3	1
PHO-9	Intermediate Photography	3	1
PHO-14	Lighting for Photographers	3	3
PHO-19	Color Correction and the Photographic Portfolio	3	3

Elective Courses: 6 units

Course	Title	Units	Sequencing
PHO-67	Business Practices for Photographers	3	2
PHO-22	Photography for Social Media	3	2
PHO-15	Wedding and Event Photography	3	2
PHO-18	Photoshop, Lightroom, and Printing for Photographers	3	2

Total Program Units: 18 units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This will be placed in the Photography program.

Item 7. Similar Programs at Other Colleges in Service Area

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate

Mount San Jacinto – Photography A.S., Photography Certificate

The community colleges listed above offer a variety of different photography certificates and Associates degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional

skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

n/a

Program Outline

Title: Associate Degree for Transfer in English

Originator: Melanie James

Date 10/22/2021

Department: Communications, English, and World Languages

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

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

TOPs Code: 1501.00

CIP Code: 23.0101

Type of ADT: Associate in Arts for Transfer
Transfer

Associate in Science for
Transfer

This is a: New ADT

Modification to an existing ADT

If this is a modification to an existing ADT, please specify the changes being made:

Updated course titles to be consistent with new course outlines of record (ENG-16, ENG-25, ENG-35);
Added cross-listing of ETS courses (ENG-20, ENG-25).

Rationale:

Update is being made to include new course titles and cross-listings consistent with the new course outlines of record. Also updated to the newest TMC template from the Chancellor's Office.

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 ADTs must include the following:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative *(See next page)*
- C-ID or Assist Articulation Information, and the most current TMC Template *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

The Associate in Arts in English for Degree Transfer is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system. Though the Associate in Arts in English for Transfer also provides broad general preparation for English majors entering any baccalaureate institution, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in English for Transfer will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses, and they will encounter interpretive questions to which there are multiple plausible answers. Students earning the Associate in Arts in English for Transfer degree will also have exposure to a variety of literary genres and periods and will be able to illustrate a basic understanding of the ways that literature can embody cultural, intellectual, and artistic trends.

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

1. Think critically about and interpret literature, employing language and methods of literary analysis to construct interpretive arguments and to address the ways that literature invites multiple interpretive possibilities.
2. Write essays of literary analysis effectively supported by integrated, interpreted, and relevant textual evidence.
3. Demonstrate an understanding of how cultural history informs and is informed by literature.

Item 2. Catalog Description

The Associate in Arts in English for Degree Transfer is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system. Though the Associate in Arts in English for Transfer also provides broad general preparation for English majors entering any baccalaureate institution, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in English for Transfer will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses, and they will encounter interpretive questions to which there are multiple plausible answers. Students earning the Associate in Arts in English for Transfer degree will also have exposure to a variety of literary genres and periods and will be able to illustrate a basic understanding of the ways that literature can embody cultural, intellectual, and artistic trends.

PROGRAM LEARNING OUTCOMES

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

1. Think critically about and interpret literature, employing language and methods of literary analysis to construct interpretive arguments and to address the ways that literature invites multiple interpretive possibilities.
2. Write essays of literary analysis effectively supported by integrated, interpreted, and relevant textual evidence.
3. Demonstrate an understanding of how cultural history informs and is informed by literature.

Program Outline of Record – Associate Degree for Transfer (ADT)

Required Courses: 19 units

Course	Title	Units
ENG-1B*/ 1BH*	Critical Thinking and Writing / Honors Critical Thinking and Writing	4
LIST A	Choose from the list below	6
LIST B	Choose from the list below	6
LIST C	Choose from the list below	3

List A: Choose two courses from the following (6 units):

Course	Title	Units
ENG-6*	British Literature I: Anglo-Saxon through Eighteenth Century	3
ENG-7*	British Literature II: Romanticism through Modernism/Post-Modernism	3
ENG-14*	American Literature I: Pre-Contact through Civil War	3
ENG-15*	American Literature II: 1860 to the Present	3
ENG-40*	World Literature I: From Ancient Literatures to the Seventeenth Century	3
ENG-41*	World Literature II: Seventeenth Century Through the Present	3

List B: Choose two courses from the following (6 units):

Course	Title	Units
Any course from List A not already used		
ENG-11*	Creative Writing	3
ENG-16*	Introduction to Linguistics	3

List C: Choose one course from the following (3 units):

Course	Title	Units
Any course from List A and List B not already used		
ENG-9*	Introduction to Shakespeare	3
ENG-10	Special Studies in Literature	3
ENG/ETS-20*	Survey of African American Literature	3
ENG/HUM-23*	The Bible as Literature	3
ENG/ETS-25*	Latinx Literature of the United States	3
ENG-30*	Children's Literature	3
ENG-35*	Women in Literature	3
JOU-1	Introduction to Journalism	3
JOU-20A	Newspaper: Beginning	3
COM-7	Oral Interpretation of Literature	3

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in English for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental

General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of “C” or better (or a “P” if taken as Pass/No Pass).

Program Outline

Title: Crime Scene Investigations

Originator: Dr. Sigrid Williams

Date 9/17/2021

Department: BEIT

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: 2105.40 CIP Code: 43.0406

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:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

The existing CSI Certificate is only a locally approved certificate program that was created to consist of 5 classes; it is unknown the rationale or logic that was used in determining these courses. The existing certificate program (prior to 2019), which is 15 credits, consists of the following classes:

ADJ-2	Principles & Procedures of the Justice System	3 Units
ADJ-3	Criminal Law	3 Units
ADJ-13	Criminal Investigation	3 Units
ADJ-14	Advanced Criminal Investigation	3 Units
ANT-10	Forensic Anthropology	3 Units

In 2019, a minor modification was made to the certificate by including an option for students to take ADJ-12 “Criminalistics” in lieu of ANT-10, which our advisory board deemed a more industry-applicable course. This small modification was made where ANT-10 was not excluded, but instead ADJ-12 Criminalistics was added as an option for students (making the certificate offer an elective for students between ANT-10 or ADJ-12).

This modification was not nearly enough for this program to provide students the opportunities needed to be competitive within the industry or to even seek out employment opportunities within the discipline. The revised certificate proposal both adds courses and removes ANT-10 from the required course listing.

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

In 2009, the National Research Council, Committee on Identifying the Needs of the Forensic Sciences Community published the landmark “Strengthening Forensic Science in the United States: A Path Forward.” This report included both deficiencies and potential solutions for a myriad of problems in the forensic science arena. In specifically addressing education programs, the National Research Council (2009) stated:

“To correct some of the existing deficiencies, the starting place must be better undergraduate and graduate programs, as well as increased opportunities for continuing education. Legitimizing practices in the forensic science disciplines must be based on established scientific knowledge, principles, and practices, which are best learned through formal education and training and the proper conduct of research” (p. 217).

The report also addressed the recognition that “demand for more and better-skilled forensic science practitioners is rising at both macro and micro levels” (National Research Council, 2009, p. 218). A fundamental aspect of the report is the National Research Council’s (2009) establishment that forensic science education in the United States is notably problematic: “The overarching challenges facing forensic science education, since its inception, have been inconsistent quality and insufficient funding. Commentators have noted repeatedly the deficiencies of forensic science education programs...If forensic science education programs had sufficient rigor in science, law, and forensics, crime laboratories would have to spend less time and money for training” (p. 224). Further still, false or misleading forensic evidence is a contributory factor in a large percentage of investigations and convictions that are later found to have been mishandled; the Innocence Project claims 46% of false convictions are the result of poor forensic evidence; LaPorte (2017) questioned some of the data analysis provided by the Innocence Project, as well as identifying that a large portion of false convictions due to bad forensic evidence, occurred prior to 2006 – however, it is still acknowledged that the weight of forensic evidence and its importance in an equitable justice system cannot be ignored or downplayed. The data also reveals that malfeasance or intentional malicious actions by forensic scientists or justice professionals only accounts for a small percentage of these errors, which places the lens back toward training and education.

Since 2009, there have no remarkable efforts made to address these issues within educational programs or curricula; the perceived public appeal of crime scene investigation programs has led to an increase in offerings, but no notable or assessable increase in the quality or applicability of these offerings. Norco College’s current certificate in CSI is only a locally approved 15 credit certificate program. Over the course of the last two years, Dr. Matuszak conducted a thorough review of the program, its offerings, its courses, and industry and employer needs. This information was brought forth in discipline meetings and was then discussed in length at our Advisory Board meetings wherein they agreed that an overall was necessary.

Dr. Matuszak compiled over 110 formal job descriptions from local and state agencies for entry-level crime scene investigation positions (excluding positions that also required sworn peace officer status); the following was observed:

- 78.18% (n=86) of the positions have crime scene response and field work listed as a job responsibility/duty.

- 44.54% (n=49) of all entry-level job postings for crime scene investigation positions only required a high school diploma for education levels. (However, all stated further education was preferred).
- 37.27% (n=41) of all entry-level job postings for crime scene investigation positions required an associate degree in Administration of Justice or related fields.
- In reviewing experience, 21.81% (n=24) of entry-level positions did not specify any requirement for field experience.
- 56.36% (n=62) of entry level positions specified that between 1-3 years of experience was a requirement.
- Also, in reviewing the 110 job descriptions, 10.0% (n=11) specified a requirement for a specific amount of earned college credit in photography

Obtaining updated labor market data on the field was also identified as necessary: The California Employment Development Department (2020) and U.S. Bureau of Labor Statistics (2020) provided the following data:

Occupation: Forensic Science Technician

Wage Ranges		Job Growth (2016-2026)	Jobs Added (2016-2026)
California	\$65,935 - \$112,809	+ 15.0%	2,800
Inland Empire	\$65,546 - \$91,726	+ 15.8%	260
Median Wage: California		\$83,830	
Median Wage: Inland Empire		\$76,966	
Future Expectations:		Expected to grow faster than average growth rate for all occupations; expected to increase by 15.8% in the Inland Empire between 2016-2026.	
Nationwide 2019 Median Pay:		\$59,150	
Nationwide 2019 Number of Jobs:		17,200	
Job Outlook 2019-2029:		+ 14.0% (Much Faster than Average). Nationwide, California has the highest employment numbers for this occupation, as well as the highest paying positions for this occupation.	

Occupation: Investigators & Detectives

Wage Ranges		Job Growth (2016-2026)	Jobs Added (2016-2026)
California	\$91,902 - \$136,741	+ 4.8%	8,500
Inland Empire	\$96,950 - \$128,315	+ 5.1%	680
Median Wage: California		\$104,428	
Median Wage: Inland Empire		\$104,778	
Future Expectations:		Expected to grow slower than average growth rate for all occupations; expected increase statewide by 4.8%, 5.1% in the Inland Empire.	
Nationwide 2019 Median Pay:		\$65,170	
Nationwide 2019 Number of Jobs:		813,500	
Job Outlook 2019-2029:		+ 5.0% (Average).	

Both job descriptions and labor market data does not include the occupation of law enforcement officer, as many agencies hire civilians to work within this arena. However many of our law enforcement agencies have promotional opportunities within detective bureaus wherein the follow-up investigations take place.

Of the 110 regional and state job descriptions, the job responsibilities and duties were reviewed to determine the effectiveness and benefits of the existing curriculum in the CSI certificate. The first issue identified was that none of the entry-level positions within crime scene investigation specified a knowledge of osteology or forensic anthropology, so the inclusion of this course as a required course does not seem to have any benefit to students or employers within this specific certificate offering. Typically, when an investigation involves the need of a forensic anthropologist, a doctorate-level professional in forensic anthropology is consulted.

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.*)

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This certificate program modification is designed to provide students with a state-approved certificate offering that also provides a strong evidence-based and industry-required set of technical skill and academic knowledge in criminal, forensic, crime scene investigation, and professionalism. The inclusion of courses with both fundamental and cutting-edge technical skill and workforce preparation systems will result in graduates of this program being skillful and trained legal and ethical professionals.

Item 2. Catalog Description

Certificate Title: Crime Scene Investigations

Certificate Description: This certificate is designed to provide a strong academic and skill building pattern of coursework to prepare participants to enter the professional field with the academic and technical knowledge and skills in the forensic and criminal investigative techniques used within crime scene investigations. The successful participant will gain sufficient skills and understanding of criminal investigative procedures, criminal and procedural law, legal aspects of evidence, criminalistics and forensic science, criminal investigations, professional communications, criminal justice report writing and legal analysis, and proper forensic evidence collection and handling procedures.

Program Learning Outcomes:

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

- Demonstrate advanced knowledge in the components of criminal law and the criminal justice system.
- Understand, analyze, and demonstrate advanced knowledge in Constitutional criminal law, civil rights, and the rules and legal aspects of criminal investigations, including rules of evidence, criminal procedure, and related case law.
- Demonstrate a proficient level of knowledge in evidence identification, collection, preservation, handling, custody, and chain of custody.
- Understand, analyze, and demonstrate a proficient skillset in professional communication, written and verbal, to meet industry needs for criminal justice professionals.
- Understand basic and intermediate forensic science principles and techniques and the relationship between proper field work and scientific analysis.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 21 units

Course	Title	Units	Sequencing
ADJ-2	Principles & Procedures of the Justice System	3	Fall/Spring (Winter/Summer)
ADJ-3	Criminal law	3	Fall/Spring
ADJ-4	Evidence	3	Fall/Spring (Winter/Summer)
ADJ-12	Criminalistics **	3	Spring
ADJ-13	Criminal Investigation	3	Fall/Spring/Summer
ADJ-14	Advanced Criminal Investigations **	3	Fall
ADJ-27 or	Forensic and Crime Scene Photography ***	3	Unknown
PHO-27	Forensic and Crime Scene Photography		Unknown

Elective Courses: 0 units

Course	Title	Units	Sequencing

** = Lab Courses (12 Hours Each)

*** = Lab Course (54 Hours)

Total Program Units: 21 units

Item 4. Master Planning

The Administration of Justice Program aligns with the College’s Mission to inspire, challenge, and empower our diverse, multi-cultural community of student learners to realize their goals; promote citizenship, integrity, leadership, and global awareness; encourage academic excellence and professionalism.

In expanding and modifying our CSI Certificate, it would allow our student graduates to meet the knowledge and skills requirements for 88.18% (n=97) of 110 regional and state job descriptions.

We have one goal in mind: How to plan and manage curricula within our programs to best benefit our students and provide them with the necessary academic, technical, and employable skills to transition into higher than livable-wage careers and post-secondary education. This modification will also accompany submission to Curriculum for the certificate to receive state approval as well, which is a vital next step to legitimize our program.

This necessary modification takes a locally approved certificate that does not meet any known employer needs or industry standards and transforms it into a state approved certificate that provides opportunities for students who complete it to meet entry-level criteria for over 85% of job postings within the region and state.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

The CSI Certificate program, as it currently exists, has never had a dedicated marketing/advertising plan in place and without any advertisement or marketing beyond a listing in the college catalog and on the website. With this, the program has still amassed students interested in the profession, despite the certificate only being locally approved and not designed to meet current industry needs at entry-level positions. With these modifications, there can now be a dedicated marketing to this program that advises students and potential students of the quality programming available within the CSI Certificate housed within the ADJ discipline.

Once the modification has gained approval and state recognition, the ADJ program can advertise a program that provides benefit to both students and employers, with an estimated growth rate of 3% within the first year, up to 5% in the next couple years.

Current data available showing students identifying ADJ as their program of study shows a gradual increase since 2016.

Program of Study	Fall 2016	Fall 2017	Fall 2018
Administration of Justice	194	153	60
Administration of Justice CSUGE	19	41	92
Administration of Justice IGETC	4	4	61
Administration of Justice: Crime Scene Investigation	159	140	182
Administration of Justice: Law Enforcement	14	15	4
Total	390	353	399

Program Awards Summary Report - Data & Format Area

Report Area				
Program Awards Summary				
	Annual 2017-2018 Award Count	Annual 2018-2019 Award Count	Annual 2019-2020 Award Count	Annual 2020-2021 Award Count
<input type="checkbox"/> Norco College Total	9	31	40	47
Associate in Science for Transfer (A.S.-T) Degree	5	22	31	36
Associate of Science (A.S.) degree	1			1
Certificate requiring 18 to < 30 semester units	1			
Certificate requiring 16 to fewer than 30 semester units				1
Certificate requiring 6 to < 18 semester units	2	9	9	9

Our student interest in Crime Scene Investigations has doubled since last year. This semester, we added a second section of ADJ-13 in the Fall semester to meet student demands.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

This certificate program already exists at Norco College. This proposal is to modify the program to meet and exceed local and regional industry needs. This modification will join the rest of the ADJ program offerings as a state-approved, research-backed, and cutting-edge educational offering.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

There are over 24 community colleges located within 50 miles of Norco College. A review of the curriculum and program offerings at each reveals that there are five of these 24 colleges that offer a similar certificate or specialization option in crime scene investigation: Riverside City College, Fullerton College, Victor Valley College, East LA College, and Long Beach City College. Riverside City College being the only college in our region.

The modification of the CSI Certificate places Norco College in a position to be the regional leader in ADJ education and competitiveness. Modifying to a state approved certificate with the additional course will validate our program and allow us to market the program in a more appropriate manner. It is also supported by the college having received a dedicated space for classroom and labs this past year with the anticipation that we will be growing in our ADJ program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information

N/A. All ADJ courses (except the proposed ADJ-27) are already articulated individually to transfer to the CSU System and ADJ-3 transfers to the UC system as well.

Program Outline

Title: Crime Scene Investigation

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: 2105.40 Forensics, Evidence, and Investigation

CIP Code: 43.0406 Forensic Science and Technology

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate 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:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

The existing CSI Certificate is only a locally approved certificate program that was created to consist of 5 classes; it is unknown the rationale or logic used in determining these courses. The existing certificate program, which is 15 credits, consists of the following classes:

ADJ-2	Principles & Procedures of the Justice System	3 Units
ADJ-3	Criminal Law	3 Units
ADJ-13	Criminal Investigation	3 Units
ADJ-14	Advanced Criminal Investigation	3 Units
ANT-10	Forensic Anthropology	3 Units

In 2019, a minor modification was made to the certificate after discussion over the unnecessary inclusion of ANT-10 while other, more industry-applicable courses, were not included. This small modification was made where ANT-10 was not excluded, but instead ADJ-12 Criminalistics was added as an option for students (making the certificate offer an elective for students between ANT-10 or ADJ-12).

This modification is not nearly enough for this program to provide students the opportunities needed to be competitive within the industry or to even seek out employment opportunities within the discipline. The new certificate proposal both adds courses and removes ANT-10 from the required course listing.

Rationale:

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

In 2009, the National Research Council - Committee on Identifying the Needs of the Forensic Science Community published the landmark “Strengthening Forensic Science in the United States: A Path Forward.” This report included both deficiencies and potential solutions for a myriad of problems in the forensic science arena. In specifically addressing education programs, the National Research Council (2009) states:

Training should move away from reliance on the apprentice-like transmittal of practices to education at the college level and beyond that is based on scientifically valid principles...Forensic science education and training must provide the tools needed to understand the probabilities and the limits of decision making under conditions of uncertainty. To correct some of the existing deficiencies, the starting place must be

better undergraduate and graduate programs, as well as increased opportunities for continuing education. Legitimizing practices in the forensic science disciplines must be based on established scientific knowledge, principles, and practices, which are best learned through formal education and training and the proper conduct of research. (p. 217).

Further, the report also addresses the recognition that “demand for more and better-skilled forensic science practitioners is rising at both macro and micro levels” (National Research Council, 2009, p. 218). A fundamental aspect of the report is the National Research Council’s (2009) establishment that forensic science education in the United States is notably problematic: “The overarching challenges facing forensic science education, since its inception, have been inconsistent quality and insufficient funding. Commentators have noted repeatedly the deficiencies of forensic science education programs...If forensic science education programs had sufficient rigor in science, law, and forensics, crime laboratories would have to spend less time and money for training” (p. 224). Further still, false or misleading forensic evidence is a contributory factor in a large percentage of investigations and convictions that are later found to have been mishandled; the Innocence Project claims 46% of false convictions are the result of poor forensic evidence; LaPorte (2017) questions some of the data analysis provided by the Innocence Project, as well as identifying that a large portion of false convictions due to bad forensic evidence, occurred prior to 2006 – however, it is still acknowledged that the weight of forensic evidence and its importance in an equitable justice system cannot be ignored or downplayed. The data also reveals that malfeasance or intentional malicious actions by forensic scientists or justice professionals only accounts for a small percentage of these errors, which places the lens back toward training and education.

And yet, since 2009, there have no remarkable efforts made to address these issues within educational programs or curricula; the perceived public appeal of crime scene investigation programs has led to an increase in offerings, but no notable or assessable increase in the quality or applicability of these offerings. RCC’s current certificate in CSI is only a locally approved 15 credit certificate program; it was past time to conduct a thorough review of the program, its offerings, its courses, and industry and employer needs. Dr. Matuszak compiled over 110 formal job descriptions from local and state agencies for entry-level crime scene investigation positions (excluding positions that also required sworn peace officer status); the following was observed:

- 78.18% (n=86) of the positions have crime scene response and field world listed as a job responsibility/duty.
- 44.54% (n=49) of all entry-level job postings for crime scene investigation positions only required a high school diploma for education. (However, all (100%) stated further education was preferred).
- 37.27% (n=41) of all entry-level job postings for crime scene investigation positions required an associate degree in Administration of Justice or related fields.
- 14.67% (n=16) of all entry-level job postings for CSI positions required a bachelor’s degree in Administration of Justice or related fields.
 - Only 6.36% (n=7) of positions required a college major in a natural science and not ADJ.
- In reviewing experience, 21.81% (n=24) of entry-level positions did not specify any requirement for field experience.
- 56.36% (n=62) of entry-level positions specified that between 1-3 years of experience was a requirement.
- 11.92% (n=13) of entry-level positions required between 4-6 years of experience.
- 0.90% (n=1) of the positions required over 7 years of experience.
- 10.0% (n=11) had a specific requirement for earned college credit in photography.

Obtaining updated labor market data within the industry was also vital in the review; the California Employment Development Department (2020) and the U.S. Bureau of Labor Statistics (2020) provided the following data:

Occupation: Forensic Science Technician			
	Wage Ranges	Job Growth (2016-2026)	Jobs Added (2016-2026)
California	\$65,935 - \$112,809	+ 15.0%	2,800
Inland Empire	\$65,546 - \$91,726	+ 15.8%	260

Program Outline of Record Credit Degrees and Certificates

Median Wage: California	\$83,830
Median Wage: Inland Empire	\$76,966
Future Expectations:	Expected to grow faster than average growth rate for all occupations; expected to increase by 15.8% in the Inland Empire between 2016-2026.
Nationwide 2019 Median Pay:	\$59,150
Nationwide 2019 Number of Jobs:	17,200
Job Outlook 2019-2029:	+ 14.0% (Much Faster than Average). Nationwide, California has the highest employment numbers for this occupation, as well as the highest paying positions for this occupation.

Occupation: Investigators & Detectives			
	Wage Ranges	Job Growth (2016-2026)	Jobs Added (2016-2026)
California	\$91,902 - \$136,741	+ 4.8%	8,500
Inland Empire	\$96,950 - \$128,315	+ 5.1%	680
Median Wage: California	\$104,428		
Median Wage: Inland Empire	\$104,778		
Future Expectations:	Expected to grow slower than average growth rate for all occupations; expected increase statewide by 4.8%, 5.1% in the Inland Empire.		
Nationwide 2019 Median Pay:	\$65,170		
Nationwide 2019 Number of Jobs:	813,500		
Job Outlook 2019-2029:	+ 5.0% (Average).		

This data collection (both job description and labor market data) did not include the occupation of sworn peace officer/law enforcement officer, as many agencies hire civilian positions to work within crime scene investigation; however, not all agencies do, and many also provide for experience/education substitutions for professionals with prior law enforcement experience. However, including these datasets would not provide clarity for this specific proposal, although the reader should be aware this is another avenue of professional opportunity for students that is just not included in this proposal.

Of the 110 regional and state job descriptions, all job responsibilities and duties were reviewed to determine the effectiveness and benefits of the existing curriculum in the CSI certificate. The first issue identified was that none of the entry-level positions specified a need for knowledge of osteology or forensic anthropology, so the inclusion of ANT-10 as a course does not seem to have any direct benefit to students or employers. It was determined through this review that a more applicable and effective Crime Scene Investigation certificate would include additional course loads to expand knowledge and technical training opportunities and further increasing student employability and competitiveness by meeting or exceeding entry-level requirements. This also needed to be coupled with a course selection that provides for industry-identified and research-supported skills and knowledge necessary for professionals within the field.

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

- Discipline and 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 modifications*)
- Regional Consortium Recommendation (*required for new programs only*)

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

This certificate program modification is designed to provide students with a state-approved certificate offering that also provides a strong evidence-based and industry-required set of technical skill and academic knowledge in criminal, forensic, and crime scene investigation and professionalism. The inclusion of courses with both fundamental and cutting-edge technical skill and workforce preparation systems will result in graduates of this program being skillful and trained legal and ethical professionals.

Item 2. Catalog Description

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

Certificate Title: Crime Scene Investigation

Certificate Description: This certificate is designed to provide a strong academic and skill-building pattern of coursework to prepare participants to enter the professional field with academic and technical knowledge and skill in the forensic and criminal investigative techniques used within crime scene investigations. The successful participant will gain sufficient skill and understanding of criminal investigative procedure, criminal and procedural law, legal aspects of evidence, criminalistics and forensic science, criminal investigations, professional communications and criminal justice report writing and legal analysis, and proper forensic evidence collection and handling procedures.

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

- Demonstrate advanced knowledge in the components of criminal law and the criminal justice system.
- Understand, analyze, and demonstrate advanced knowledge in Constitutional criminal law, civil rights, and the rules and legal aspects of criminal investigations, including rules of evidence, criminal procedure, and related case law.
- Demonstrate a proficient level of knowledge in evidence identification, collection, preservation, handling, custody, and chain of custody.
- Understand, analyze, and demonstrate a proficient skillset in professional communication, written and verbal, to meet industry needs for criminal justice professionals.
- Understand basic and intermediate forensic science principles and techniques and the relationship between proper field work and scientific analysis.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 21 units

Course	Title	Units	Sequencing
ADJ-2	Principles & Procedures of the Justice System	3 Units	Fall/Spring (Winter/Summer)
ADJ-3	Criminal Law	3 Units	Fall/Spring
ADJ-4	Legal Aspects of Evidence	3 Units	Fall/Spring (Winter/Summer)
ADJ-12	Criminalistics	3 Units	Fall
ADJ-13	Criminal Investigations	3 Units	Fall/Spring
ADJ-14	Advanced Criminal Investigations	3 Units	Spring
PHO-XX or ADJ-XX	Forensic & Crime Scene Photography	3 Units	Unknown

Elective Courses: 3 units (Students will select one of the following options):

Course	Title	Units	Sequencing
ADJ-24	Interviewing & Interrogation	3 Units	Unknown
ADJ-31	Cybercrime & Digital Forensics	3 Units	Unknown
CIS-27A	Computer Forensics Fundamentals	3 Units	Fall/Spring

Total Program Units: 24 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

The Mission, Vision, Values, & Strategic Themes of the Riverside Community College District includes a Mission Statement of serving and enriching “our diverse communities by providing a comprehensive program of educational opportunities that promote access, success, and equity.” (Steinback et al., 2018, p. 2).

This necessary modification takes a locally approved certificate that does not meet any known employer needs or industry standards and transforms it into a state approved certificate that provides opportunities for students who complete it to meet entry-level criteria for over 85% of job postings within the region and state. The Criminalistics Learning Laboratory on campus, located in QD16,

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

The CSI Certificate program, as it currently exists, has never had a dedicated marketing/advertising plan in place and without any advertisement or marketing beyond a listing in the college catalog and on the website. With this, the program has still amassed students interested in the profession, despite the certificate only being locally approved and not designed to meet current industry needs at entry-level positions. With these modifications, there can now be a dedicated marketing to this program that advises students and potential students of the quality programming available within the CSI Certificate housed within the ADJ discipline.

Further, the lack of a formal structure to the certificate has led to LHSS and Behavioral Sciences in particular not providing more options for courses to assist with the pathway of the certificate; limited class sections have played a large role in the completion rates of students within this certificate, alongside the changes within the past 18 months due to COVID and pandemic-related changes. Data on the students within the program has been piecemeal as well, due to the certificate remaining a locally approved certificate not tracked like other programs through Institutional Effectiveness; the last data provided to ADJ on the certificate advised over 200 students were enrolled in the current CSI certificate offering (circa 2019). Once the modification has gained approval and state recognition, the ADJ program can begin finally advertising a program that provides benefit to both students and employers, with an estimated growth rate of 3% within the first year, up to 5% in the next couple years. These modifications and state approval will also provide for RCC to begin finally tracking data in a more complete manner for students enrolled in this program to look at success, completion, and retention rates.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

This certificate program already exists at RCC and has existed for over 10 years as an offering; this proposal is to modify the program to meet and exceed local and regional industry needs. This modification will join the rest of the ADJ program offerings as a state-approved, research-backed, and cutting-edge educational offering.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

There are over 22 community colleges located within 50 miles of RCC (not including Norco College and Moreno Valley College). A review of the curriculum and program offerings at each reveals that there are four of these 22 that offer a similar certificate or specialization option in crime scene investigation: Fullerton College, Victor Valley College, East LA College, and Long Beach City College.

Fullerton College offers a certificate in Crime Scene Investigation Skills, consisting of 16.5 units:

Course	Name	Units
AJ 092 F	Crime Scene Investigation	1
AJ 093 F	DNA Genetic Fingerprinting	0.5
AJ 151 F	Police Report Writing	3
AJ 222 F	Rules of Evidence	3
AJ 223 F	Criminal Investigation	3
AJ 230 F	Crime Scene Techniques	3
PHOT 111 F	Introduction to Photography-Analog to Digital	3
Total Units:		16.5

Victor Valley College offers a Certificate of Career Preparation in Forensic Specialist, consisting of 3.5 units:

Course	Name	Units
CJ 67	Crime Scene Investigation	3.5
Total Units:		3.5

Program Outline of Record Credit Degrees and Certificates

Victor Valley College also offers a 15.5-unit Certificate of Career Preparation in Police Technician Specialist, which they market as preparation for students looking to work as a Forensic Specialist or Evidence Technician:

Course	Name	Units
CJ 67	Crime Scene Investigation	3.5
CJ 92	Writing for Criminal Justice	3.0
CJ 93	Traffic Enforcement & Investigation	3.0
CJ 103	Criminal Law	3.0
CJ 201	Community & the Justice System	3.0
Total Units:		15.5

East Los Angeles College offers a 17-unit certificate in Forensic Crime Scene Investigation:

Course	Name	Units
ADM JUS 005	Criminal Investigation	3.0
ADM JUS 172	Criminalistics I	3.0
ADM JUS 173	Criminalistics II	3.0
ADM JUS 174	Offender Profiling in Criminal Investigations	3.0
ADM JUS 285	Directed Studies in ADJ	2.0
ADM JUS 428	Ethics in Forensic Science	3.0
Total Units:		17.0

Long Beach City College offers a 15-unit certificate in Criminal Forensics:

Course	Name	Units
ADJUS 6	Introduction to Evidence	3.0
ADJUS 8	Introduction to Investigation	3.0
ADJUS 19	Fingerprint Classification & Identification	3.0
ADJUS 255	Introduction to Forensics	3.0
In addition, complete one (1) course from the following:		
ADJUS 3	Criminal Procedures	3.0
ADJUS 4	Criminal Law	3.0
ADJUS 10	Writing for Criminal Justice	3.0
ADJUS 17	Computer Usage in Criminal Justice	3.0
Total Units:		15.0

In reviewing the similar offerings within 50 miles of RCC, it is clear that many other offerings include unnecessary courses (taking up student time and money with no clear ROI); further, none of the programs provide any information on employment or community partnerships or internship opportunities within these programs, and it is unknown whether these offerings are locally-approved or state-approved certificate offerings. The modification of the CSI Certificate to this proposal places RCC in the position to again be the regional leader in ADJ education and competitiveness, and also allows the program to be marketed to potential students and employers as such as well.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

N/A. All ADJ courses (except the proposed ADJ-27) are already articulated individually to transfer to the CSU System (and ADJ-1 and ADJ-3 transfer to the UC system as well).

Program Outline

Title: Child Welfare and Family Studies

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: 2104.00: Human Services **CIP Code:** 44.0000 **Degree:** N/A **Cert code:** MCE904

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:

(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Change of course titles and omission of courses where content is covered in other required courses

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices Discipline and Department approval, this modification is proposed. Further, PLO/SLO alignment is completed.

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

- Discipline
- 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; also be recent, within 2 years). Was informed this can be submitted after narratives are launched and still make BOT meeting in December-*
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office cannot appear on student transcripts and the college cannot receive apportionment for program completions.*

Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

The Child Welfare & Family Studies Certificate of Achievement prepares students for various paraprofessional positions in child welfare, such as child care worker in a group home/residential setting, social service intake specialist, social worker assistant or foster family intake worker. Graduates of the program will be prepared to work as entry-level employees in a variety of settings such as group homes, foster family agencies, adoption agencies, halfway houses, mental health and juvenile correctional facilities, and family, child and service agencies under the direct supervision of social workers and other human services professionals in public and non-profit social service agencies. This certificate also provides a foundation for continuing higher education towards a Bachelor's degree in social work, human services and counseling practices related to child welfare.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate knowledge and skills needed to prepare for an entry-level paraprofessional position in child welfare.
 - Course Student Learning Outcome
 - HMS 19: Demonstrate an understanding of the characteristics of a helping relationship and basic methods of practice in systems of various sizes.
 - HMS 19: Demonstrate an understanding of the 7 steps of the Generalist Intervention Model (engagement, assessment, planning implementation, evaluation termination and follow-up) and be able to apply to a case example.
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 200: Demonstrate the ability to develop job related goals and formulate a plan to achieve them.
 - HMS 22: Contribution of volunteer experience in the career pathway of human services during service-based learning.
- Discuss, analyze and explain the ethical standards that guide the child welfare worker.
 - Course Student Learning Outcome
 - HMS 19: Demonstrate a beginning understanding of the values and ethics of social work practice.
 - HMS 22: Recognize the role of ethics in human behavior and the social environment.
 - HMS 42: Recognize the role of ethics in counseling in foster care.
- Assist consumers and family members in matching needs with available community resources.
 - Course Student Learning Outcome
 - HMS 19: Demonstrate an understanding of the characteristics of a helping relationship and basic methods of practice in systems of various sizes.
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 22: Demonstrate knowledge of human behavior and the social environment through processing case vignettes, role plays, documentation and/or assessment procedures.

- Demonstrate understanding of safety and risk assessments.
 - Course Student Learning Outcome
 - HMS 19: Demonstrate an understanding of the characteristics of a helping relationship and basic methods of practice in systems of various sizes.
 - HMS 19: Demonstrate an understanding of the 7 steps of the Generalist Intervention Model (engagement, assessment, planning implementation, evaluation termination and follow-up) and be able to apply to a case example.
 - HMS 19: Demonstrate knowledge of crisis intervention concepts, suicide assessment and child abuse assessment.
 - HMS 22: Demonstrate knowledge of human behavior and the social environment through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 42: Demonstrate knowledge of counseling in foster care through processing case vignettes, role plays, documentation and/or assessment procedures.
- Complete and reflect upon service-based learning experience.
 - Course Student Learning Outcome
 - HMS 19: Demonstrate an understanding of the characteristics of a helping relationship and basic methods of practice in systems of various sizes.
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 22: Contribution of volunteer experience in the career pathway of human services during service-based learning.
 - HMS 42: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.

Item 2. Catalog Description

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

Upon completion of the course requirements and elective units identified in Item 3., students will earn a certificate in Child Welfare & Family Studies.

Catalog Description:

The Child Welfare & Family Studies Certificate of Achievement prepares students for various paraprofessional positions in child welfare, such as child care worker in a group home/residential setting, social service intake specialist, social worker assistant or foster family intake worker. Graduates of the program will be prepared to work as entry-level employees in a variety of settings such as group homes, foster family agencies, adoption agencies, halfway houses, mental health and juvenile correctional facilities, and family, child and service agencies under the direct supervision of social workers and other human services professionals in public and non-profit social service agencies. This certificate also provides a foundation for continuing higher education towards a Bachelor's degree in social work, human services and counseling practices related to child welfare.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the course requirements and elective units identified in Item 3., students will earn a certificate in Child Welfare and Family Studies.

Required Courses: 10 - 13 units

Course	Title	Units	Sequencing
HMS 19	Generalist Practices of Social Work	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring
HMS 200	Human Services Work Experience	1-2-3-4	Semester 1 or 2 Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS-4	Introduction to Human Services	3	Semester 1 or 2 Fall/Spring
HMS-5	Introduction to Evaluation and Counseling	3	Semester 1 or 2 Fall/Spring
HMS-6	Introduction to Case Management	3	Semester 1 or 2 Fall/Spring
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS-8	Intro to Group Process	3	Semester 1 or 2 Fall/Spring
HMS 13	Employment Support Strategies	3	Semester 1 or 2 Fall/Spring
HMS 14	Job Development	3	Semester 1 or 2 Fall/Spring
HMS-16	Public Assistance and Benefits	1	Semester 1 or 2 Fall/Spring
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 20	Medical Social Work	3	Semester 1 or 2 Fall/Spring
HMS 21	Social Justice in the Criminal Justice System	3	Semester 1 or 2 Fall/Spring
HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis-Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 26	Trauma-Focused Counseling	3	Semester 1 or 2 Fall/Spring
HMS 27	Introduction to Multicultural Counseling	3	Semester 1 or 2 Fall/Spring
HMS 28	Military Social Work	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring
HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring

HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring
HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS-60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
HMS 70	Non-Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 16 - 19 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: *Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service*

The Child Welfare & Family Studies Certificate of Achievement paves a pathway for students interested in pursuing training in providing services to children and their families. This certificate promotes social work, human services, and counseling practices career growth and educational advancement in the Inland Empire/Desert Region. It provides an educational platform for students to expand skillsets through training that can potentially improve their opportunities for career, pursuing certifications, and impact on the regional and national workforce.

Service-based learning is integral to the program which will allow for continued and active community service in the Inland/Empire Desert Region.

Education: Students will develop paraprofessional skills and knowledge in child welfare.
 Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-19; 40 students
HMS-22; 32 students
HMS-46: new course; no enrollment data available
HMS-42: new course; no enrollment data available
HMS-200: 40 students

Elective Courses:

HMS-4; 32 students
HMS-5; 30 students
HMS-6; 30 students
HMS-7; 32 students
HMS-8; 32 students
HMS-13; 32 students
HMS-14; 32 students
HMS-16; 30 students
HMS-17; 32 students
HMS-18; 45 students
HMS-19; 32 students
HMS-20; 45 students
HMS-21; 32 students
HMS-22; 32 students
HMS-23; 20 students
HMS-24; 32 students
HMS-25; 32 students
HMS-26; 32 students
HMS-27; 32 students
HMS-28: new course; no enrollment data available
HMS-29; 45 students
HMS-30; 32 students
HMS-31; 32 students
HMS-32; 32 students
HMS-33; 32 students
HMS-34; new course; no enrollment data available
HMS-35; new course; no enrollment data available
HMS-36; 20 students
HMS-37: new course; no enrollment data available
HMS-38; new course; no enrollment data available
HMS-39; 20 students
HMS-40; new course; no enrollment data available

HMS-41; new course; no enrollment data available
HMS-42: 32 students
HMS-43: new course; no enrollment data available
HMS-44; new course; no enrollment data available
HMS-45; new course; no enrollment data available
HMS-47; new course; no enrollment data available
HMS-49: new course; no enrollment data available
HMS-50; 30 students
HMS-51; 30 students
HMS-52; new course; no enrollment data available
HMS-53; new course; no enrollment data available
HMS-60; 40 students
HMS-61; new course; no enrollment data available
HMS-62: new course; no enrollment data available
HMS-69: new course; no enrollment data available
HMS-70: new course; no enrollment data available
HMS-71: new course; no enrollment data available
HMS-72: new course; no enrollment data available
HMS-73: new course; no enrollment data available

HMS-4, HMS-5, HMS-6, HMS-7, HMS-8, HMS-13, HMS-14, HMS-16, HMS-17, HMS-18, HMS-19, HMS-20, HMS-21, HMS-22, HMS-23, HMS-24, HMS-25, HMS-26, HMS-27, HMS-28, HMS-29, HMS-30, HMS-31, HMS-32, HMS-33, HMS-34, HMS-35, HMS-36, HMS-37, HMS-38, HMS-39, HMS-40, HMS-41, HMS-42, HMS-43, HMS-44, HMS-45, HMS-46, HMS-47, HMS-48, HMS-49, HMS-50, HMS- 51, HMS-52, HMS-53, HMS-60, HMS-61, HMS-62, HMS-69, HMS-70, HMS-71, HMS-72, HMS-73, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 20 – 25 students completing this certificate annually beginning in September 2022.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: Drug and Alcohol Studies

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: 2104.00: Human Services **CIP Code:** 44.0000 **Degree:** N/A **Cert code:** MCE904

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Add and omit courses based on accreditation standards and to prepare students to take the CA State test for AOD certification
- Addition of all remaining HMS courses as elective options.

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices Discipline and Department approval, this modification is proposed to meet accreditation standards and help prepare students to take the State exam for certification. Further, PLO/SLO alignment is completed.

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

- Discipline
- 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; also be recent, within 2 years). Was informed this can be submitted after narratives are launched and still make BOT meeting in December-*
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate knowledge and skills needed to prepare for an entry-level paraprofessional position in drug and alcohol studies.
 - Course Student Learning Outcome
 - HMS 23: Recognize, define, and analyze the terms of law and ethics.
 - HMS 23: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 24: Recognize, define, and analyze the terms of self-care in human services/social work.
 - HMS 24: Demonstrate knowledge of self-care through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 24: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 5: Demonstrate proficiency in the techniques of active listening in evaluation and counseling.
 - HMS 5: Recognize and discuss client strengths, accomplishments and available supports.
 - HMS 5: Articulate self-generated options and approaches to dealing with ethical dilemmas.
 - HMS 6: List and describe the basic elements of case management.
 - HMS 6: List and describe the basic skills and personal characteristics desirable of a case manager.
 - HMS 6: Assess client needs and create a list of appropriate referral sources.
 - HMS 6: Formulate goals, objectives, priorities and action plans with clients.
 - HMS 6: Evaluate and address situations covered by mandated reporting laws.
 - HMS 60: Recognize, define, and analyze the terms of the course: Introduction to Alcohol and Drugs.
 - HMS 60: Recognize the role of ethics when working as a practitioner with clients who use alcohol and drugs.
 - HMS 60: Demonstrate knowledge of alcohol and drugs through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 60: Contribution of volunteer experience in the career pathway of human services during service-based learning.
 - HMS 64: Describe the role of the drug and alcohol counselor as it relates to the roles of other medical professionals as members of the recovery team, as assessed by exams and written assignments
 - HMS 64: Explain the biological impact of alcoholism and other drug dependencies, and their impact on the recovery process, as assessed by exams and written assignments.
 - HMS 64: Identify, define, and analyze key terms associated with physiology and pharmacology.

- HMS 65: Demonstrate the connection between drug and alcohol studies theory to the application of workplace skills.
- HMS 65: Prepare professional documents including resumes, cover letters, and other written communications
- HMS 65: Develop two learning objectives based on work-related duties in order to improve work performance and/or achieve new or expanded learning.
- HMS 66: Formulate and demonstrate human relations, decision-making, and communication skills, related to the practice of the drug and alcohol counselor.
- HMS 66: Develop two learning objectives based on work-related duties in order to improve work performance and/or achieve new or expanded learning.
- HMS 66: Develop career awareness utilizing skills assessments and interest inventories, research occupational and educational career requirements and develop career goals related to drug and alcohol counseling.
- Articulate a theoretical understanding of substance use, abuse, misuse and addictions, and how these phenomena affect individuals, families, groups, and communities.
 - Course Student Learning Outcome
 - HMS 23: Recognize, define, and analyze the terms of law and ethics.
 - HMS 23: Demonstrate knowledge of law and ethics through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 24: Recognize, define, and analyze the terms of self-care in human services/social work.
 - HMS 24: Demonstrate knowledge of self-care through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 5: Recognize and discuss client strengths, accomplishments and available supports.
 - HMS 6: List and describe the basic elements of case management.
 - HMS 6: List and describe the basic skills and personal characteristics desirable of a case manager.
 - HMS 60: Recognize, define, and analyze the terms of the course: Introduction to Alcohol and Drugs.
 - HMS 60: Demonstrate knowledge of alcohol and drugs through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 64: Describe the role of the drug and alcohol counselor as it relates to the roles of other medical professionals as members of the recovery team, as assessed by exams and written assignments
 - HMS 64: Identify, define, and analyze key terms associated with physiology and pharmacology.
 - HMS 66: Formulate and demonstrate human relations, decision-making, and communication skills, related to the practice of the drug and alcohol counselor.
 - HMS 66: Develop career awareness utilizing skills assessments and interest inventories, research occupational and educational career requirements and develop career goals related to drug and alcohol counseling.
- Engage clients at various stages of change using motivational interviewing techniques.
 - Course Student Learning Outcome
 - HMS 23: Demonstrate knowledge of law and ethics through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 24: Demonstrate knowledge of self-care through processing case vignettes, role plays, documentation and/or assessment procedures.

- HMS 5: Demonstrate proficiency in the techniques of active listening in evaluation and counseling.
- HMS 5: Recognize and discuss client strengths, accomplishments and available supports.
- HMS 6: Formulate goals, objectives, priorities and action plans with clients.
- HMS 64: Explain the biological impact of alcoholism and other drug dependencies, and their impact on the recovery process, as assessed by exams and written assignments.
- HMS 65: Demonstrate the connection between drug and alcohol studies theory to the application of workplace skills.
- HMS 66: Formulate and demonstrate human relations, decision-making, and communication skills, related to the practice of the drug and alcohol counselor.
- Demonstrate, at a beginning level, screening and assessment skills to determine if problems related to alcohol, other drugs, and addictions (AODAs) exist.
 - Course Student Learning Outcome
 - HMS 23: Demonstrate knowledge of law and ethics through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 5: Demonstrate proficiency in the techniques of active listening in evaluation and counseling.
 - HMS 6: Assess client needs and create a list of appropriate referral sources.
 - HMS 64: Describe the role of the drug and alcohol counselor as it relates to the roles of other medical professionals as members of the recovery team, as assessed by exams and written assignments
 - HMS 65: Demonstrate the connection between drug and alcohol studies theory to the application of workplace skills.
 - HMS 66: Formulate and demonstrate human relations, decision-making, and communication skills, related to the practice of the drug and alcohol counselor.
 - HMS 66: Develop career awareness utilizing skills assessments and interest inventories, research occupational and educational career requirements and develop career goals related to drug and alcohol counseling.
- Assess for tolerance, psychological dependence, and physical dependence.
 - Course Student Learning Outcome
 - HMS 60: Demonstrate knowledge of alcohol and drugs through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 64: Describe the role of the drug and alcohol counselor as it relates to the roles of other medical professionals as members of the recovery team, as assessed by exams and written assignments
 - HMS 64: Explain the biological impact of alcoholism and other drug dependencies, and their impact on the recovery process, as assessed by exams and written assignments.
 - HMS 64: Identify, define, and analyze key terms associated with physiology and pharmacology.
- Differentiate between intervention needs of diverse populations affected by AODAs.
 - Course Student Learning Outcome
 - HMS 23: Recognize the role of ethics in the human services/social work career pathway.
 - HMS 23: Demonstrate knowledge of law and ethics through processing case vignettes, role plays, documentation and/or assessment procedures.

- HMS 5: Recognize and discuss client strengths, accomplishments and available supports.
 - HMS 6: List and describe the basic elements of case management.
 - HMS 6: Assess client needs and create a list of appropriate referral sources.
 - HMS 60: Recognize the role of ethics when working as a practitioner with clients who use alcohol and drugs.
- Develop, at a beginning level, intervention strategies and skills to assist in prevention, engagement, intervention, and follow-up with individuals, families, and communities affected by AODAs.
 - Course Student Learning Outcome
 - HMS 23: Demonstrate knowledge of law and ethics through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 23: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 24: Demonstrate knowledge of self-care through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 60: Demonstrate knowledge of alcohol and drugs through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 65: Demonstrate the connection between drug and alcohol studies theory to the application of workplace skills.
 - HMS 66: Formulate and demonstrate human relations, decision-making, and communication skills, related to the practice of the drug and alcohol counselor.
- Assist consumers and family members in matching needs with available community resources.
 - Course Student Learning Outcome
 - HMS 23: Demonstrate knowledge of law and ethics through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 5: Recognize and discuss client strengths, accomplishments and available supports.
 - HMS 6: Formulate goals, objectives, priorities and action plans with clients.
 - HMS 60: Demonstrate knowledge of alcohol and drugs through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 65: Demonstrate the connection between drug and alcohol studies theory to the application of workplace skills.
- Expand knowledge, skills, and attitudes required in the effective treatment of AODAs.
 - Course Student Learning Outcome
 - HMS 5: Demonstrate proficiency in the techniques of active listening in evaluation and counseling.
 - HMS 6: List and describe the basic skills and personal characteristics desirable of a case manager.
 - HMS 60: Demonstrate knowledge of alcohol and drugs through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 60: Contribution of volunteer experience in the career pathway of human services during service-based learning.
 - HMS 65: Develop two learning objectives based on work-related duties in order to improve work performance and/or achieve new or expanded learning.
 - HMS 66: Formulate and demonstrate human relations, decision-making, and communication skills, related to the practice of the drug and alcohol counselor.

- HMS 66: Develop career awareness utilizing skills assessments and interest inventories, research occupational and educational career requirements and develop career goals related to drug and alcohol counseling.
 - Complete and reflect upon service-based learning experience.
 - Course Student Learning Outcome
 - HMS 23: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 24: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 6: List and describe the basic skills and personal characteristics desirable of a case manager.
 - HMS 65: Demonstrate the connection between drug and alcohol studies theory to the application of workplace skills.
 - HMS 66: Develop two learning objectives based on work-related duties in order to improve work performance and/or achieve new or expanded learning.
 - HMS 66: Develop career awareness utilizing skills assessments and interest inventories, research occupational and educational career requirements and develop career goals related to drug and alcohol counseling.

Item 2. Catalog Description

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

Upon completion of the course requirements and elective units identified in Item 3., students will earn a certificate in Drug and Alcohol Studies.

Catalog Description:

The Drug and Alcohol Studies Certificate of Achievement prepares students to build strong competencies in drug and alcohol addiction and to prepare for various paraprofessional positions. Graduates of the program will develop the necessary knowledge, skills and attitudes required to be effective in the treatment of alcohol and other drug dependency and abuse in a variety of treatment settings. This certificate will overview direct provision of substance abuse specific services, provision of other support services, early detection, assessment, referral/linkage, mobilization of self-help, advocacy, community development, education, case management, and research. Graduates will be prepared to work as entry-level employees in a variety of settings under the direct supervision of social workers and other human services professionals in public and non-profit social service agencies.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the course requirements and elective units identified in Item 3., students will earn a certificate in Drug and Alcohol Studies.

Required Courses: 25 units

Course	Title	Units	Sequencing
HMS 5	Intro to Evaluation and Counseling	3	Semester 1, Fall
HMS 6	Introduction to Case Management	3	Semester 1 or 2 Fall/Spring

Program Outline of Record – Credit Degrees and Certificates

HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 64	Physiology and Pharmacology Related to Addictions	3	Semester 1 or 2 Fall/Spring
HMS 65	Supervised Practicum	3	Semester 1 or 2 Fall/Spring
HMS 66	Clinically Supervised Experience	4	Semester 1 or 2 Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS-4	Introduction to Human Services	3	Semester 1 or 2 Fall/Spring
HMS-5	Introduction to Evaluation and Counseling	3	Semester 1 or 2 Fall/Spring
HMS-6	Introduction to Case Management	3	Semester 1 or 2 Fall/Spring
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS-8	Intro to Group Process	3	Semester 1 or 2 Fall/Spring
HMS 13	Employment Support Strategies	3	Semester 1 or 2 Fall/Spring
HMS 14	Job Development	3	Semester 1 or 2 Fall/Spring
HMS-16	Public Assistance and Benefits	1	Semester 1 or 2 Fall/Spring
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 19	Generalist Practices of Social Work	3	Semester 1 or 2 Fall/Spring
HMS 20	Medical Social Work	3	Semester 1 or 2 Fall/Spring
HMS 21	Social Justice in the Criminal Justice System	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis-Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 26	Trauma-Focused Counseling	3	Semester 1 or 2 Fall/Spring
HMS 27	Introduction to Multicultural Counseling	3	Semester 1 or 2 Fall/Spring
HMS 28	Military Social Work	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring

Program Outline of Record – Credit Degrees and Certificates

HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring
HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring
HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring
HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
HMS 70	Non-Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 31 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: *Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service*

The Drug and Alcohol Studies Certificate paves a pathway for students interested in pursuing training and competency for fields related to responding to the needs of families and individuals addicted to drugs and alcohol. Students are provided with an educational foundation in understanding how to provide counseling services to diverse populations. The rationale is to assist with preparing students to take the State test for AOD certification. This certificate promotes social work, human services, and counseling practices career growth and educational advancement in the Inland Empire/Desert Region. It provides an educational platform for students to expand skillsets through training that can potentially improve their opportunities for career, pursuing certifications, and impact on the regional and national workforce.

Service-based learning is integral to the program which will allow for continued and active community service in the Inland/Empire Desert Region.

Education: Students will develop knowledge in ethnic studies and multicultural counseling.

Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds.

Service: Students will be required to complete service-based learning (with virtual option) which includes volunteer service to the community.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-5; 30 students

HMS-6; 30 students

HMS-23; 32 students

HMS-24: new course; no enrollment data available

HMS-60: new course; no enrollment data available

HMS-64: new course; no enrollment data available

HMS-65: new course; no enrollment data available

HMS-66: new course; no enrollment data available

Elective Courses:

HMS-4; 32 students

HMS-7; 32 students

HMS-8; 32 students

HMS-13; 32 students

HMS-14; 32 students

HMS-17; 32 students

HMS-18; 45 students

HMS-19; 32 students

HMS-20; 45 students

HMS-21; 32 students

HMS-22; 32 students

HMS-25; 32 students

HMS-26; 32 students

HMS-27; 32 students

HMS-28: new course; no enrollment data available

HMS-29; 45 students

HMS-34; new course; no enrollment data available

HMS-35; new course; no enrollment data available

HMS-36; 20 students

HMS-37: new course; no enrollment data available

HMS-38; new course; no enrollment data available

HMS-39; 20 students
HMS-40; new course; no enrollment data available
HMS-41; new course; no enrollment data available
HMS-42; 32 students
HMS-43; new course; no enrollment data available
HMS-44; new course; no enrollment data available
HMS-45; new course; no enrollment data available
HMS-46; new course; no enrollment data available
HMS-47; new course; no enrollment data available
HMS-48; new course; no enrollment data available
HMS-49; new course; no enrollment data available
HMS-50; 30 students
HMS-51; 30 students
HMS-52; new course; no enrollment data available
HMS-53; new course; no enrollment data available
HMS-60; 40 students
HMS-61; new course; no enrollment data available
HMS-62; new course; no enrollment data available
HMS-69; new course; no enrollment data available
HMS-70; new course; no enrollment data available
HMS-71; new course; no enrollment data available
HMS-72; new course; no enrollment data available
HMS-73; new course; no enrollment data available

HMS-4, HMS-5, HMS-6, HMS-7, HMS-8, HMS-13, HMS-14, HMS-16, HMS-17, HMS-18, HMS-19, HMS-20, HMS-21, HMS-22, HMS-23, HMS-24, HMS-25, HMS-26, HMS-27, HMS-28, HMS-29, HMS-30, HMS-31, HMS-32, HMS-33, HMS-34, HMS-35, HMS-36, HMS-37, HMS-38, HMS-39, HMS-40, HMS-41, HMS-42, HMS-43, HMS-44, HMS-45, HMS-46, HMS-47, HMS-48, HMS-49, HMS-50, HMS-51, HMS-52, HMS-53, HMS-60, HMS-61, HMS-62, HMS-69, HMS-70, HMS-71, HMS-72, HMS-73, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 15 – 20 students completing this certificate annually beginning in September 2022.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: Social Justice System Studies

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: 2104.00: Human Services **CIP Code:** 44.0000 **Degree:** N/A **Cert code:** MCE904

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:

(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Change of course titles and omission of courses where content is covered in other required courses

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices Discipline and Department approval, this modification is proposed. Further, PLO/SLO alignment is completed.

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

- Discipline
- 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; also be recent, within 2 years). Was informed this can be submitted after narratives are launched and still make BOT meeting in December-*
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office cannot appear on student transcripts and the college cannot receive apportionment for program completions.*

Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

The Social Justice System Studies Certificate provides a foundational understanding of how to implement social justice theory and advocacy techniques to respond to community needs. Education is provided on providing services to individuals and their families including, but not limited to: human trafficking survivors and perpetrators, youth in gangs, youth on probation, adults on parole, clients within residential treatment programs and within correctional facilities. Graduates will have developed knowledge, skills and attitudes necessary to help clients of diverse cultural backgrounds and within varied settings across the micro-macro continuum.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate a basic understanding of the knowledge, skills and values on the career pathway of social work, human services and counseling practices in the justice system.
 - Course Student Learning Outcome
 - HMS 21: Recognize, define, and analyze the terms of social justice in the criminal justice system, including counseling in forensic social work practice.
 - HMS 21: Demonstrate knowledge of forensic social work practice through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 46: Demonstrate knowledge of counseling individuals on probation or parole through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 48: Demonstrate knowledge of counseling and case management in corrections through processing case vignettes, role plays, documentation and/or assessment procedures.
- Discuss, analyze and explain the ethical standards that guide the helper/counselor in the application of counseling techniques with clients in the justice system.
 - Course Student Learning Outcome
 - HMS 21: Recognize the role of ethics in social work practice in the criminal justice system.
 - HMS 46: Recognize the role of ethics in counseling individuals on probation or parole.
 - HMS 48: Describe and analyze the role of ethics in counseling and case management corrections.
- Assist consumers and family members in matching needs with available community resources.
 - Course Student Learning Outcome
 - HMS 16: Identify and describe the various benefits available through local, state and federal public assistance programs.
 - HMS 16: Compare and analyze the impact of public assistance programs on recipients and taxpayers.
 - HMS 16: Evaluate the eligibility requirements for such benefits.

- HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
- HMS 200: Demonstrate the ability to develop job related goals and formulate a plan to achieve them.
- HMS 21: Demonstrate knowledge of forensic social work practice through processing case vignettes, role plays, documentation and/or assessment procedures.
- HMS 46: Demonstrate knowledge of counseling individuals on probation or parole through processing case vignettes, role plays, documentation and/or assessment procedures.
- HMS 48: Demonstrate knowledge of counseling and case management in corrections through processing case vignettes, role plays, documentation and/or assessment procedures.
- Complete and reflect upon service-based learning experience.
 - Course Student Learning Outcome
 - HMS 21: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 46: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 48: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.

Item 2. Catalog Description

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

Upon completion of the course requirements and elective units identified in Item 3., students will earn a certificate in Social Justice System Studies.

Catalog Description:

The Social Justice System Studies Certificate provides a foundational understanding of how to implement social justice theory and advocacy techniques to respond to community needs. Education is provided on providing services to individuals and their families including, but not limited to: human trafficking survivors and perpetrators, youth in gangs, youth on probation, adults on parole, clients within residential treatment programs and within correctional facilities. Graduates will have developed knowledge, skills and attitudes necessary to help clients of diverse cultural backgrounds and within varied settings across the micro-macro continuum.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the course requirements and elective units identified in Item 3., students will earn a certificate in Social Justice System Studies.

Required Courses: 11 - 14 units

Course	Title	Units	Sequencing
HMS 16	Public Assistance & Benefits	1	Semester 1 or 2 Fall/Spring

Program Outline of Record – Credit Degrees and Certificates

HMS 21	Social Justice in the Criminal Justice System	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 200	Human Services Work Experience	1-2-3-4	Semester 1 or 2 Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS-4	Introduction to Human Services	3	Semester 1 or 2 Fall/Spring
HMS-5	Introduction to Evaluation and Counseling	3	Semester 1 or 2 Fall/Spring
HMS-6	Introduction to Case Management	3	Semester 1 or 2 Fall/Spring
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS-8	Intro to Group Process	3	Semester 1 or 2 Fall/Spring
HMS 13	Employment Support Strategies	3	Semester 1 or 2 Fall/Spring
HMS 14	Job Development	3	Semester 1 or 2 Fall/Spring
HMS-16	Public Assistance and Benefits	1	Semester 1 or 2 Fall/Spring
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 19	Generalist Practices of Social Work	3	Semester 1 or 2 Fall/Spring
HMS 20	Medical Social Work	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis-Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 26	Trauma-Focused Counseling	3	Semester 1 or 2 Fall/Spring
HMS 27	Introduction to Multicultural Counseling	3	Semester 1 or 2 Fall/Spring
HMS 28	Military Social Work	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring
HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring
HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring
HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring
HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring

HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS-60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
HMS 70	Non-Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 17 - 20 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: *Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service*

The Social Justice Systems Studies certificate paves a pathway for students interested developing counseling skills specific to the practice area which may include: probation, parole, corrections, forensic social work, human trafficking, and other roles in the criminal justice system. This certificate promotes social work, human services, and counseling practices career growth and educational advancement in the Inland Empire/Desert Region. It provides an educational platform for students to expand skillsets through training that can potentially improve their opportunities for career, pursuing certifications, and impact on the regional and national workforce.

Service-based learning is integral to the program which will allow for continued and active community service in the Inland/Empire Desert Region.

Education: Students will develop paraprofessional skills and knowledge in social justice systems studies.

Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds. This certificate promotes social work, human services, and counseling practices career growth and educational advancement in the Inland Empire/Desert Region. It provides an educational platform for students to expand skillsets through training that can potentially improve their opportunities for career, pursuing certifications, and impact on the regional and national workforce.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-16; 40 students

HMS-21; 32 students

HMS-46: new course; no enrollment data available

HMS-48: new course; no enrollment data available

HMS-200: 40 students

Elective Courses:

HMS-4; 32 students

HMS-5; 30 students

HMS-6; 30 students

HMS-7; 32 students

HMS-8; 32 students

HMS-13; 32 students

HMS-14; 32 students

HMS-17; 32 students

HMS-18; 45 students

HMS-19; 32 students

HMS-20; 45 students

HMS-21; 32 students

HMS-22; 32 students

HMS-25; 32 students

HMS-26; 32 students

HMS-27; 32 students

HMS-28: new course; no enrollment data available

HMS-29; 45 students

HMS-34; new course; no enrollment data available

HMS-35; new course; no enrollment data available

HMS-36; 20 students

HMS-37: new course; no enrollment data available

HMS-38; new course; no enrollment data available

HMS-39; 20 students

HMS-40; new course; no enrollment data available

HMS-41; new course; no enrollment data available

HMS-42; 32 students

HMS-43: new course; no enrollment data available
HMS-44; new course; no enrollment data available
HMS-45; new course; no enrollment data available
HMS-47; new course; no enrollment data available
HMS-49: new course; no enrollment data available
HMS-50; 30 students
HMS-51; 30 students
HMS-52; new course; no enrollment data available
HMS-53; new course; no enrollment data available
HMS-60; 40 students
HMS-61; new course; no enrollment data available
HMS-62: new course; no enrollment data available
HMS-69: new course; no enrollment data available
HMS-70: new course; no enrollment data available
HMS-71: new course; no enrollment data available
HMS-72: new course; no enrollment data available
HMS-73: new course; no enrollment data available

HMS-4, HMS-5, HMS-6, HMS-7, HMS-8, HMS-13, HMS-14, HMS-16, HMS-17, HMS-18, HMS-19, HMS-20, HMS-21, HMS-22, HMS-23, HMS-24, HMS-25, HMS-26, HMS-27, HMS-28, HMS-29, HMS-30, HMS-31, HMS-32, HMS-33, HMS-34, HMS-35, HMS-36, HMS-37, HMS-38, HMS-39, HMS-40, HMS-41, HMS-42, HMS-43, HMS-44, HMS-45, HMS-46, HMS-47, HMS-48, HMS-49, HMS-50, HMS-51, HMS-52, HMS-53, HMS-60, HMS-61, HMS-62, HMS-69, HMS-70, HMS-71, HMS-72, HMS-73, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 10 – 15 students completing this certificate annually beginning in September 2022.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: Behavioral Therapist

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: 2104.00: Human Services **CIP Code:** 44.0000 **Degree:** N/A **Cert code:** MCE904

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:

(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Change of course titles and omission of courses where content is covered in other required courses

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices Discipline and Department approval, this modification is proposed. Further, PLO/SLO alignment is completed.

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

- Discipline
- 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; also be recent, within 2 years). Was informed this can be submitted after narratives are launched and still make BOT meeting in December-*
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office cannot appear on student transcripts and the college cannot receive apportionment for program completions.*

Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

The Behavioral Therapist Certificate of Achievement prepares students for various paraprofessional positions providing behavior-analytic therapy and behavior-analytic interventions. Graduates of the program will be prepared to work as entry-level employees in a variety of settings including agencies hiring behavioral therapists, behavior interventionists and ABA (Applied Behavioral Analysis) therapists.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate knowledge and skills needed to prepare for an entry-level paraprofessional position in behavioral therapy.
 - Course Student Learning Outcome
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 200: Demonstrate the ability to develop job related goals and formulate a plan to achieve them.
 - HMS 36: Recognize, define, and analyze the terms of counseling families with special needs youth.
 - HMS 39: Recognize, define, and analyze the terms of the Individualized Education Program.
- Apply Applied Behavioral Analysis techniques when working with children and families.
 - Course Student Learning Outcome
 - HMS 36: Demonstrate knowledge of counseling families with special needs youth through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 39: Demonstrate knowledge of working in the school system and processing the IEP (Individualized Education Program) through processing case vignettes, role plays, documentation and/or assessment procedures.
- Identify diagnostic criteria, skill deficits, needs and targeted behaviors exhibited by clients.
 - Course Student Learning Outcome
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 200: Demonstrate the ability to develop job related goals and formulate a plan to achieve them.
 - HMS 36: Demonstrate knowledge of counseling families with special needs youth through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 36: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 39: Demonstrate knowledge of working in the school system and processing the IEP (Individualized Education Program) through processing case vignettes, role plays, documentation and/or assessment procedures.

- HMS 39: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
- Assist consumers and family members in matching needs with available community resources.
 - Course Student Learning Outcome
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 36: Demonstrate knowledge of counseling families with special needs youth through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 36: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
 - HMS 39: Demonstrate knowledge of working in the school system and processing the IEP (Individualized Education Program) through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 39: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
- Demonstrate an understanding of the IEP (Individualized Education Program) process.
 - Course Student Learning Outcome
 - HMS 39: Recognize, define, and analyze the terms of the Individualized Education Program.
 - HMS 39: Recognize the role of ethics when formulating the Individualized Education Program.
 - HMS 39: Demonstrate knowledge of working in the school system and processing the IEP (Individualized Education Program) through processing case vignettes, role plays, documentation and/or assessment procedures.
- Participate in role-play application scenarios applying principles of behavioral therapy.
 - Course Student Learning Outcome
 - HMS 36: Recognize the role of ethics when counseling families with special needs youth.
 - HMS 36: Demonstrate knowledge of counseling families with special needs youth through processing case vignettes, role plays, documentation and/or assessment procedures.
 - HMS 39: Demonstrate knowledge of working in the school system and processing the IEP (Individualized Education Program) through processing case vignettes, role plays, documentation and/or assessment procedures.
- Discuss, analyze and explain the ethical standards that guide behavioral therapy.
 - Course Student Learning Outcome
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 36: Recognize the role of ethics when counseling families with special needs youth.
 - HMS 39: Recognize the role of ethics when formulating the Individualized Education Program.
- Complete and reflect upon service-based learning experience.
 - Course Student Learning Outcome
 - HMS 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
 - HMS 200: Demonstrate the ability to develop job related goals and formulate a plan to achieve them.

- HMS 36: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
- HMS 39: Contribution of volunteer experience in the career pathway of human services/social work during service-based learning.
- WKX 200: Develop effective and appropriate workplace skills including: communication, problem solving, personal behavior and specific tasks as required.
- WKX 200: Demonstrate the ability to develop job related goals and formulate a plan to achieve them.

Item 2. Catalog Description

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

Upon completion of the course requirements and elective units identified in Item 3., students will earn a Behavioral Therapist certificate.

Catalog Description:

The Behavioral Therapist Certificate of Achievement prepares students for various paraprofessional positions providing behavior-analytic therapy and behavior-analytic interventions. Graduates of the program will be prepared to work as entry-level employees in a variety of settings including agencies hiring behavioral therapists, behavior interventionists and ABA (Applied Behavioral Analysis) therapists.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the course requirements and elective units identified in Item 3., students will earn a Behavioral Therapist certificate.

Required Courses: 7 - 10 units

Course	Title	Units	Sequencing
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 200	Human Services Work Experience	1-2-3-4	Semester 1 or 2 Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS-4	Introduction to Human Services	3	Semester 1 or 2 Fall/Spring
HMS-5	Introduction to Evaluation and Counseling	3	Semester 1 or 2 Fall/Spring
HMS-6	Introduction to Case Management	3	Semester 1 or 2 Fall/Spring
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS-8	Intro to Group Process	3	Semester 1 or 2 Fall/Spring
HMS 13	Employment Support Strategies	3	Semester 1 or 2 Fall/Spring
HMS 14	Job Development	3	Semester 1 or 2 Fall/Spring
HMS-16	Public Assistance and Benefits	1	Semester 1 or 2 Fall/Spring
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 19	Generalist Practices of Social Work	3	Semester 1 or 2 Fall/Spring
HMS 20	Medical Social Work	3	Semester 1 or 2 Fall/Spring

Program Outline of Record – Credit Degrees and Certificates

HMS 21	Social Justice in the Criminal Justice System	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis-Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 26	Trauma-Focused Counseling	3	Semester 1 or 2 Fall/Spring
HMS 27	Introduction to Multicultural Counseling		Semester 1 or 2 Fall/Spring
HMS 28	Military Social Work	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring
HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring
HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring
HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring
HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS-60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
HMS 70	Non-Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 13 - 16 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: *Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service*

The Child Welfare & Family Studies Certificate of Achievement paves a pathway for students interested in pursuing training in providing services to children and their families. This certificate promotes social work, human services, and counseling practices career growth and educational advancement in the Inland Empire/Desert Region. It provides an educational platform for students to expand skillsets through training that can potentially improve their opportunities for career, pursuing certifications, and impact on the regional and national workforce.

Service-based learning is integral to the program which will allow for continued and active community service in the Inland/Empire Desert Region.

Education: Students will develop paraprofessional skills and knowledge in child welfare.
Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-19; 40 students

HMS-22; 32 students

HMS-46: new course; no enrollment data available

HMS-42: new course; no enrollment data available

HMS-200: 40 students

Elective Courses:

HMS-4; 32 students

HMS-5; 30 students

HMS-6; 30 students

HMS-7; 32 students

HMS-8; 32 students

HMS-13; 32 students

HMS-14; 32 students

HMS-16; 30 students
HMS-17; 32 students
HMS-18; 45 students
HMS-19; 32 students
HMS-20; 45 students
HMS-21; 32 students
HMS-22; 32 students
HMS-23; 20 students
HMS-24; 32 students
HMS-25; 32 students
HMS-26; 32 students
HMS-27; 32 students
HMS-28; new course; no enrollment data available
HMS-29; 45 students
HMS-30; 32 students
HMS-31; 32 students
HMS-32; 32 students
HMS-33; 32 students
HMS-34; new course; no enrollment data available
HMS-35; new course; no enrollment data available
HMS-36; 20 students
HMS-37; new course; no enrollment data available
HMS-38; new course; no enrollment data available
HMS-39; 20 students
HMS-40; new course; no enrollment data available
HMS-41; new course; no enrollment data available
HMS-42; 32 students
HMS-43; new course; no enrollment data available
HMS-44; new course; no enrollment data available
HMS-45; new course; no enrollment data available
HMS-47; new course; no enrollment data available
HMS-49; new course; no enrollment data available
HMS-50; 30 students
HMS-51; 30 students
HMS-52; new course; no enrollment data available
HMS-53; new course; no enrollment data available
HMS-60; 40 students
HMS-61; new course; no enrollment data available
HMS-62; new course; no enrollment data available
HMS-69; new course; no enrollment data available
HMS-70; new course; no enrollment data available
HMS-71; new course; no enrollment data available
HMS-72; new course; no enrollment data available
HMS-73; new course; no enrollment data available

HMS-4, HMS-5, HMS-6, HMS-7, HMS-8, HMS-13, HMS-14, HMS-16, HMS-17, HMS-18,
HMS-19, HMS-20, HMS-21, HMS-22, HMS-23, HMS-24, HMS-25, HMS-26, HMS-27, HMS-28,
HMS-29, HMS-30, HMS-31, HMS-32, HMS-33, HMS-34, HMS-35, HMS-36, HMS-37, HMS-38,

HMS-39, HMS-40, HMS-41, HMS-42, HMS-43, HMS-44, HMS-45, HMS-46, HMS-47, HMS-48, HMS-49, HMS-50, HMS- 51, HMS- 52, HMS-53, HMS-60, HMS-61, HMS-62, HMS-69, HMS-70, HMS-71, HMS-72, HMS-73, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 20 – 25 students completing this certificate annually beginning in September 2022.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: **Multicultural Counseling & Advocacy Resources**

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: 2104.00: Human Services **CIP Code:** 44.0000 **Degree:** MAS 663 / **Cert code:** MCE 663

Type of Program:

Certificate of Achievement only Associate's Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:

(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Course title changes completed and proposed
- Removal of one course from certificate
- Addition of all remaining HMS courses as elective options.

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices discipline and Department approval, this modification will allow for the certificate and degree title to reflect the Discipline title and will add all remaining HMS courses as elective options.

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

- Discipline
- 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; also be recent, within 2 years).-*
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

The goal of the Multicultural Counseling & Advocacy Resources Certificate is to pave a pathway to prepare students for providing services to individuals and families which represent a wide variety of ethnic backgrounds and to enhance culturally sensitive practice. The program aims to develop training of helping professionals in counseling and referral-based services while responding to the needs represented in the community. Graduates will have developed knowledge, skills and attitudes necessary to help clients across the micro-macro continuum.

Item 2. Catalog Description

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

Multicultural Counseling & Advocacy Resources provides training in the area of case management, conflict-resolution, counseling theories and techniques, community services, needs assessment, etc. Students will learn how to work with individuals, families and communities which are representative of diverse populations, including, but not limited to: African American, Hispanic, Asian and Native American clients. Students will develop an understanding of the knowledge, skills, and attitudes necessary to transition into entry-level employment in multicultural counseling and transfer opportunities in the practice area. Applications are discussed across the micro-macro continuum.

The Certificate Program Learning Outcomes are:

- Demonstrate knowledge and skills needed to prepare for an entry-level paraprofessional position in multicultural counseling.
- Participate in role-play application scenarios regarding multicultural counseling.
- Discuss, analyze and explain the ethical standards that guide the helper/counselor in the application of counseling techniques.
- Complete and reflect upon service-based learning experience.
- Assist consumers and family members in matching needs with available community resources.
- Expand knowledge, skills, and attitudes necessary to help people better understand and help themselves.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the following course requirements and elective units, students will receive a certificate in Multicultural Counseling and Advocacy Resources.

Required Courses: 7-10 units

Program Outline of Record – Credit Degrees and Certificates

Course	Title	Units	Sequencing
HMS-27	Introduction to Multicultural Counseling	3	Semester 1 or 2, Winter/Summer
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
WKX-200 (HMS-200)	Human Services Work Experience	1-2-3-4	Semester 1 or 2, Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring
HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring
HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring
HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring
HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring

HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
HMS 70	Non Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 13 - 16 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: *Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service*

The Multicultural Counseling & Advocacy Resources Certificate is to pave a pathway to prepare students for providing services to individuals and families which represent a wide variety of ethnic backgrounds and to enhance culturally sensitive practice. The program aims to develop training of helping professionals in counseling and referral-based services while responding to the needs represented in the community. Graduates will have developed knowledge, skills and attitudes necessary to help clients across the micro-macro continuum. Further, graduates will be prepared to work as entry-level employees in a variety of settings in private and public sectors. Further students will be prepared for transfer should they decide to continue on the academic pathway of related professions.

Education: Students will develop competency in the academic discipline of multicultural counseling and advocacy resources.

Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate and/or degree.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds.

Service: Students will be required to complete service-based learning (with virtual option) which includes volunteer service to the community.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-27; 32 students

HMS-62; 32 students

WKX-200/HMS 200: 50 students

Elective Courses:

HMS-18; 32 students

HMS-22; 32 students

HMS-30; 25 students

HMS-31; 25 students

HMS-32; new course; no enrollment data available

HMS-33; new course; no enrollment data available

HMS-42; 32 students

HMS-50; new course; no enrollment data available

HMS-51; new course; no enrollment data available

HMS-52; new course; no enrollment data available

HMS-53; new course; no enrollment data available

HMS-18, HMS-22, HMS-27, HMS-30, HMS-31, HMS-32, HMS-33, HMS-42, HMS-50, HMS-51, HMS-52, HMS-53, HMS-62, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 20 – 40 students completing this certificate annually beginning in September 2022.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: Military Social Work

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: 2104.00: Human Services **CIP Code:** 44.0000 **Degree:** MAS 663 / Cert code: MCE 663

Type of Program:

Certificate of Achievement only Associate's Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

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

If this is a modification to an existing certificate/degree, please specify the changes being made:

(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Course title changes completed and proposed
- Removal of one course from certificate
- Addition of all remaining HMS courses as elective options.

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices discipline and Department approval, this modification will allow for the certificate and degree title to reflect the Discipline title and will add all remaining HMS courses as elective options.

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

- Discipline
- 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; also be recent, within 2 years).-*
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

This Military Social Work Certificate equips students with an educational foundation of the principles, theories and practices on the career pathway of military social work. An overview is given of the unique culture of military families, their resilience, and the challenges of military life. Emphasis is on family studies and family psychology of serving veterans and active duty U.S. Armed Forces, an understanding of trauma-focused counseling, mental health and substance abuse counseling and public assistance and benefits.

The Certificate Program Learning Outcomes are:

- Demonstrate knowledge and skills needed to prepare for an entry-level paraprofessional position in the field of military social work.
- Develop an understanding of military culture and how it impacts military members and their families.
- Participate in role-play application scenarios regarding military social work.
- Discuss, analyze and explain the ethical standards that guide the social worker in the application of counseling techniques with active-duty military, veterans and their families.
- Complete and reflect upon service-based learning experience.
- Assist consumers and family members in matching needs of military members and their families with available community resources.
- Develop an understanding of how to address substance abuse and mental health needs of military members and their families.

Item 2. Catalog Description

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

This Military Social Work Certificate equips students with an educational foundation of the principles, theories and practices on the career pathway of military social work. An overview is given of the unique culture of military families, their resilience, and the challenges of military life. Emphasis is on family studies and family psychology of serving veterans and active duty U.S. Armed Forces, an understanding of trauma-focused counseling, mental health and substance abuse counseling and public assistance and benefits.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the following course requirements and elective units, students will receive a certificate in Military Social Work.

Program Outline of Record – Credit Degrees and Certificates

Required Courses: 11-14 units

Course	Title	Units	Sequencing
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS-16	Public Assistance and Benefits	1	Semester 1 or 2, Winter/Summer
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 26	Trauma-Focused Counseling	3	Semester 1 or 2 Fall/Spring
HMS 28	Intro to Military Social Work	3	Semester 1 or 2 Fall/Spring
WKX-200 (HMS-200)	Human Services Work Experience	1-2-3-4	Semester 1 or 2, Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS-4	Introduction to Human Services	3	Semester 1 or 2 Fall/Spring
HMS-5	Introduction to Evaluation and Counseling	3	Semester 1 or 2 Fall/Spring
HMS-6	Introduction to Case Management	3	Semester 1 or 2 Fall/Spring
HMS-8	Intro to Group Process	3	Semester 1 or 2 Fall/Spring
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS 13	Employment Support Strategies	3	Semester 1 or 2 Fall/Spring
HMS 14	Job Development	3	Semester 1 or 2 Fall/Spring
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 19	Generalist Practices of Social Work	3	Semester 1 or 2 Fall/Spring
HMS 20	Medical Social Work	3	Semester 1 or 2 Fall/Spring
HMS 21	Social Justice in the Criminal Justice System	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis-Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 27	Intro to Multicultural Counseling	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring
HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring
HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring
HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring

HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62	Introduction to the Diagnostic and Statistical Manual of Mental Disorders	3	Semester 1 or 2 Fall/Spring
HMS 70	Non-Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 17 - 20 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: *Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service*

The goal the Military Social Work certificate and degree is to develop knowledge in this area and to prepare students for various paraprofessional positions responding to the social services-based needs of military personnel and families. Graduates of the program will develop competency regarding mental wellness and social services-needs, resources, and services designed to respond to the unique challenges faced by our service members and their families. Further, graduates will be prepared to work as entry-level employees in a variety of settings in private and public sectors. Further students will be prepared for transfer should they decide to continue on the academic pathway of related professions.

Education: Students will develop knowledge in the academic discipline social work, human services, and counseling practices.

Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate and/or degree.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds.

Service: Students will be required to complete service-based learning (with virtual option) which includes volunteer service to the community.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-16; 32 students

HMS-18; 45 students

HMS-26; 32 students

HMS-28; 32 students

WKX-200/HMS 200: 50 students

Elective Courses:

HMS-4; 32 students

HMS-5; 32 students

HMS-6; 32 students

HMS-8; 32 students

HMS-7; 32 students

HMS-13; 32 students

HMS-14; 32 students

HMS-17; 32 students

HMS-19; 32 students

HMS-20; 45 students

HMS-21; 32 students

HMS-22; 32 students

HMS-23; 32 students

HMS-24; new course; no enrollment data available

HMS-25; 32 students

HMS-27; 32 students

HMS-29; 45 students

HMS-30; new course; no enrollment data available

HMS-31; new course; no enrollment data available

HMS-32; new course; no enrollment data available

HMS-33; new course; no enrollment data available

HMS-34; new course; no enrollment data available

HMS-35; new course; no enrollment data available

HMS-36; new course; no enrollment data available

HMS-37; new course; no enrollment data available

HMS-38; new course; no enrollment data available

HMS-39; new course; no enrollment data available

HMS-40; new course; no enrollment data available

HMS-41; new course; no enrollment data available

HMS-42; 32 students

HMS-43: new course; no enrollment data available
HMS-44; new course; no enrollment data available
HMS-45; new course; no enrollment data available
HMS-46; new course; no enrollment data available
HMS-47; new course; no enrollment data available
HMS-48; new course; no enrollment data available
HMS-49; new course; no enrollment data available
HMS-50; new course; no enrollment data available
HMS-51; new course; no enrollment data available
HMS-52; new course; no enrollment data available
HMS-53: new course; no enrollment data available
HMS-60: 45 students
HMS-61; new course; no enrollment data available
HMS-62: new course; no enrollment data available
HMS-69: new course; no enrollment data available
HMS-70: new course; no enrollment data available
HMS-71: new course; no enrollment data available
HMS-72: new course; no enrollment data available
HMS-73: new course; no enrollment data available

HMS-4, HMS-5, HMS-6, HMS-7, HMS-8, HMS-13, HMS-14, HMS-16, HMS-17, HMS-18, HMS-19, HMS-20, HMS-21, HMS-22, HMS-23, HMS-24, HMS-25, HMS-26, HMS-27, HMS-28, HMS-29, HMS-30, HMS-31, HMS-32, HMS-33, HMS-34, HMS-35, HMS-36, HMS-37, HMS-38, HMS-39, HMS-40, HMS-41, HMS-42, HMS-43, HMS-44, HMS-45, HMS-46, HMS-47, HMS-48, HMS-49, HMS-50, HMS-51, HMS-52, HMS-53, MS-60, HMS-61, HMS-62, HMS-69, HMS-70, HMS-71, HMS-72, HMS-73, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 30 – 40 students completing this certificate annually beginning in September 2020.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: Simulation and Gaming: Game Art

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: 0614.10 CIP Code: 10.0304

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:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

There have been courses that have been deleted and updating the program:

- CAT-54A Introduction to Flash
- CIS-54A, is no longer crosslisted with CAT-54A. And title has been changed from Introduction to Flash to “Introduction to Animate”.
- Removal of GAM-35, GAM-37, GAM-39, no longer in District Curriculum.
- ART-36 is Historical- remove from program

Rationale:

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

Program required modification, there were several courses, that were deleted from the curriculum inventory, or modified.

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
 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.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor’s Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This is a comprehensive program that puts equal emphasis on the artistic and technical sides of 3D modeling and animation. Courses cover material that will take the student through the whole production process and workflow of 3D modeling and animation, from conceptualization to the final delivery of the rendered product. Curriculum spans traditional drawing techniques, life drawing and the technical fundamentals of 3D animation and modeling. Classes are taught in a state-of-the-art computer studio with the latest versions of industry-standard software packages.

Certificate Program

Program Learning Outcomes

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

- Identify a Computer Art-Introduction and differentiate the game development project lifecycle and associated documents such as the Pitch Document, Game Design Document, Technical Design Document, Art Production Plan, Project Plan and Game Prototype.
- Identify and employ proper use of color media and associated materials as well as define, outline, and discuss basic to complex color theory for 2D artwork.

Item 2. Catalog Description

This is a comprehensive program that puts equal emphasis on the artistic and technical sides of 3D modeling and animation. Courses cover material that will take the student through the whole production process and workflow of 3D modeling and animation, from conceptualization to the final delivery of the rendered product. Curriculum spans traditional drawing techniques, life drawing and the technical fundamentals of 3D animation and modeling. Classes are taught in a state-of-the-art computer studio with the latest versions of industry-standard software packages.

Certificate Program

Program Learning Outcomes

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

- Identify a Computer Art-Introduction and differentiate the game development project lifecycle and associated documents such as the Pitch Document, Game Design Document, Technical Design Document, Art Production Plan, Project Plan and Game Prototype.
- Identify and employ proper use of color media and associated materials as well as define, outline, and discuss basic to complex color theory for 2D artwork.

Required Courses: 30 units

Course	Title	Units	Sequencing
CIS-35	Introduction to Simulation and Game Development	3	Semester 1, Fall

CIS-38A	Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	4	Semester 1, Fall
CIS-38B	Simulation and Gaming/3D Animation for Real-Time Interactive Simulations	4	Semester 2, Spring
CIS-38C	Simulation and Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations	4	Semester 3, Fall
CAT/CIS-78A	Introduction to Adobe Photoshop	3	Semester 4, Spring
ART-17	Beginning Drawing	3	Semester 1, Fall
ART-18	Intermediate Drawing	3	Semester 2, Spring
ART-22	Basic Design	3	Semester 3, Fall
ART-40A	Figure Drawing-Introduction	3	Semester 3, Fall

Elective Courses (from list below) : 6-7 units

Course	Title	Units	Sequencing
CIS-37	Beginning Level Design/Computer Games	3	Summer, Fall, Winter, Spring
CIS-39	Current Techniques in Game Art	4	Summer, Fall, Winter, Spring
CIS-54A	Introduction to Animate	3	Summer, Fall, Winter, Spring
CAT/CIS-79	Introduction to Adobe Illustrator	3	Summer, Fall, Winter, Spring
ART-23	Color Theory and Design	3	Summer, Fall, Winter, Spring
ART-36A	Computer Art-Introduction	3	Summer, Fall, Winter, Spring

Total Program Units: 36-37 units

The Associate of Science Degree in Simulation and **Gaming: Game Art** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Item 3. Program Requirements

Required Courses: 30 units

Course	Title	Units	Sequencing
CIS-35	Introduction to Simulation and Game Development	3	Semester 1, Fall
CIS-38A	Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	4	Semester 1, Fall
CIS-38B	Simulation and Gaming/3D Animation for Real-Time Interactive Simulations	4	Semester 2, Spring

**Program Outline of Record –
Credit Degrees and Certificates**

CIS-38C	Simulation and Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations	4	Semester 3, Fall
CAT/CIS-78A	Introduction to Adobe Photoshop	3	Semester 4, Spring
ART-17	Beginning Drawing	3	Semester 1, Fall
ART-18	Intermediate Drawing	3	Semester 2, Spring
ART-22	Basic Design	3	Semester 3, Fall
ART-40	Figure Drawing-Introduction	3	Semester 3, Fall

Elective Courses (from list below) : 6-7 units

Course	Title	Units	Sequencing
CIS-37	Beginning Level Design/Computer Games	3	Semester 2, Spring
CIS-39	Current Techniques in Game Art	4	Semester 4, Spring
CIS-54A	Introduction to Animate	3	Summer, Fall, Winter, Spring
CAT/CIS-79	Introduction to Adobe Illustrator	3	Summer, Fall, Winter, Spring
ART-23	Color Theory and Design	3	Summer, Fall, Winter, Spring
ART-36A	Computer Art-Introduction	3	Summer, Fall, Winter, Spring

Total Program Units: 36-37 units

Minimum Degree Units		Maximum Degree Units	
Minimum Required Units	30	Maximum Required Units	30
Minimum Elective Units	6	Maximum Elective Units	7
Local GE Required Units	27	CSUGE Required Units	39
Double Counted Units	3	Double Counted Units	0
Total Minimum Degree Units	60	Total Maximum Degree Units	76

Item 4. Master Planning

Based on information gathered through industry contacts and game development conferences, the Game Art Certificate/Degree was created to take into consideration the scope, time constraints, and mission of the college. In surveys conducted by the Business and Workforce Performance Improvement Initiative, game studios throughout the state report having a difficult or very difficult time finding qualified game artists.

This certificate provides a new opportunity for artists with little or no technical experience transitioning into the workforce. The program reflects Moreno Valley College’s commitment to provide high-quality programs for workforce up-skilling and academic education.

The program was developed in conjunction with, and with the support from the Art and Computer Information Systems departments on the Moreno Valley and Norco campuses, Occupational Education, and a Board of Advisors comprised of Artist, Designers, Producers, and Programmers currently employed in the Game Development industry.

The program is evaluated annually by the Art and CIS Disciplines, as well as the Simulation and Gaming Advisory Committee.

Item 5. Enrollment and Completer Projections

The Game Art program is designed to draw residents looking for career opportunities, or those who have recently graduated from high school and are seeking specialized job training. Graduates obtaining a certificate should have preferential access to art positions in gaming and related fields.

Projected Enrollment: Current enrollment is approximately 50 students per Fall semester, growing subsequently depending upon program marketing, successful job placements, and student growth.

Projected Completers Per Year: An estimated 15 to 20 certificates are expected per year.

Item 6. Place of Program in Curriculum/Similar Programs

The Simulation and Gaming: Game Art program is a stand-alone program that draws on existing curriculum from the art discipline and seven new CIS courses.

Item 7. Similar Programs at Other Colleges in Service Area

Based on the projected number of students for the program, and the openings locally, there should be ample employment placement of the expected number of graduates. There are three other programs within the California Community College system with a Game Art certificate; Canada College in Redwood City, Norco College and West Valley College in Saratoga.

Item 8. Transfer Preparation Information (if applicable)

N/A.

Program Outline

Title: FIREFIGHTER ACADEMY

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: 2133.50 **CIP Code: 43.0203**

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:
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Increased units are needed to improve the existing Fire Academy program to enable better facilitation of candidate skills proficiency.

Rationale:

Valued recommendations from Fire Academy instructors and key stakeholders warranted increased hours for this program to ensure perishable skills are given additional time to ensure proficiency. This will ensure students have the skills needed to be marketable, successful, and perform as career firefighters.

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.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor’s Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

The Fire Academy program provides students with the educational requirements to be certified as a *Firefighter I* by meeting California State Fire Training and National Fire Protection Association standards. This program is part of the California State Fire Marshal’s Office Accredited Regional Training Program.

Item 2. Catalog Description

The Fire Academy program provides students with the educational requirements to be certified as a *Firefighter I* by meeting California State Fire Training and National Fire Protection Association standards. This program is part of the California State Fire Marshal’s Office Accredited Regional Training Program.

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

- Perform skills that meet National Fire Protection Association Standard 1001 for Firefighter and California State Fire Marshal Standards for Firefighter 1.
- Demonstrate written and verbal communications skills required for entry-level firefighter positions.
- Analyze emergency and hazardous conditions that are inherent to the firefighting profession.

Required Courses: 23 units

Course	Title	Units	Sequencing
FIT-S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	1.5	SUM, WIN
FIT-S3	Basic Firefighter Academy	21.5	FALL, SPRING

Total Program Units: 23 units

The **Associate of Science Degree in Firefighter Academy** will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Item 3. Program Requirements

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

- Perform skills that meet National Fire Protection Association Standard 1001 for Firefighter and California State Fire Marshal Standards for Firefighter 1.
- Demonstrate written and verbal communications skills required for entry-level firefighter positions.
- Analyze emergency and hazardous conditions that are inherent to the firefighting profession.

Required Courses: 23 units

Course	Title	Units	Sequencing
FIT-S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	1.5	SUM, WIN
FIT-S3	Basic Firefighter Academy	21.5	FALL, SPRING

Total Program Units: 23 units

Minimum Degree Units		Maximum Degree Units	
Minimum Required Units	23	Maximum Required Units	23
Minimum Elective Units	0	Maximum Elective Units	0
Local GE Required Units	27	CSUGE Required Units	39
Double Counted Units	0	Double Counted Units	0
Total Minimum Degree Units	60	Total Maximum Degree Units	62

Item 4. Master Planning

The current degree/certification continues to align with the College’s mission by providing equitable access to education while preparing students to enter the workforce through Career Technical Education. This enhances Moreno Valley College’s commitment to support the local community by providing curriculum and training that aligns with State Fire Training requirements. This program leads students to pursue higher education in California through articulated agreements that further enhance their education and profession as Firefighters.

Item 5. Enrollment and Completer Projections

Based on Labor Market information and actual Fire Academy enrollments during the past 2 years, Moreno Valley College can expect ninety to one hundred students per year to successfully complete this program.

Item 6. Place of Program in Curriculum/Similar Programs

This program modification continues to fit into Moreno valley College’s existing inventory by meeting the Career Technical Education needs of the local community while providing job opportunities to students interested in a career in the Fire Service.

Item 7. Similar Programs at Other Colleges in Service Area

Many college’s in the local area provide similar programs yet the demand for firefighter jobs may exceed the ability to facilitate this opportunity. According to the 2021 Labor Market Analysis, job opportunities in the Fire Service are expected to increase by 9% through 2024. Moreno Valley College’s (MVC) Fire Academy leads the region in relative performance metrics and can be expected to continue along this trend based on improvements being made to enhance effectiveness to meet workforce needs. Additionally, MVC’s collaboration with Cal-Fire provides unique training, recognition, and experience that is unmatched by programs with similar attributes.

Item 8. Transfer Preparation Information (if applicable)

N/A

Program Outline

Title: Social Work, Human Services, & Counseling Practices

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: 2104.00: Human Services CIP Code: 44.0000 Degree: MAS 663 / Cert code: MCE 663

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate and Degree

Type of Associate Degree:

Associate of Arts Associate of Science

This is a:

New certificate/degree Modification to an existing certificate/degree
 Modification to an existing local certificate

If this is a modification to an existing certificate/degree, please specify the changes being made:

(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Modification requesting the following changes be made:

- Course title changes completed and proposed
- Addition of all remaining HMS courses as elective options.

Rationale:

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

Per the recommendation of the Social Work, Human Services, & Counseling Practices discipline and Department approval, this modification will allow for the certificate and degree title to reflect the Discipline title and will add all remaining HMS courses as elective options.

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

- Discipline
- 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; also be recent, within 2 years).*-
- 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)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor's Office for approval, certificates that have not been approved by the State Chancellor's Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

Program Narrative

Item 1. Program Goals and Objectives

For programs with a vocational TOPs code, must address a valid workforce preparation purpose. For programs with a non-vocational TOPs code, must address a valid workforce preparation, basic skills, civic education, or local purpose. May address transfer preparation if applicable.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate effective case management skills, group facilitation, and a general understanding of theories which guide practice in social work, human services, and counseling practices.
- Complete and reflect upon service-based learning experience.
- Increase the capacity for self-awareness and personal growth.
- Demonstrate identifying client strengths in response to needs and map available community resources.
- Discuss, analyze and explain the ethical standards that guide service delivery in social work, human services, and counseling practices.

Item 2. Catalog Description

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

Upon completion of the course requirements and elective units identified in Item 3., students will receive a certificate in Social Work, Human Services, & Counseling Practices. An Associates of Science Degree in Social Work, Human Services, and Counseling Practices will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Catalog Description:

This program prepares students for paraprofessional work opportunities and/or transfer to a Bachelor's degree program in social work, human services, and counseling practices. An emphasis is on the development of effective case management skills, group facilitation, and a general understanding of theories guiding practice. Students will analyze ethical dilemmas and consider how ethics and values guide the decision-making process and service delivery. Identify the role of the helper in advocacy for social justice, respect to all ethnicities and cultural backgrounds, and delivering equitable services for all populations. The Generalist Intervention Model and its application to practice areas across the micro-macro continuum are discussed. Explore service-based learning opportunities and reflect on personal growth and professional development. Students will develop an understanding of the knowledge, skills, and attitudes necessary to transition into entry-level employment in social work, human services, and counseling practices across the micro-macro continuum.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Upon completion of the following course requirements and elective units, students will receive a certificate in Social Work, Human Services, & Counseling Practices. An Associates of Science Degree in Social Work, Human Services, and Counseling Practices will be awarded upon completion of the degree

requirements, including general education and other graduation requirements as described in the college catalog.

Required Courses: 14-17 units

Course	Title	Units	Sequencing
HMS-4	Introduction to Human Services	3	Semester 1 or 2, Fall/Spring
HMS-5	Introduction to Evaluation and Counseling	3	Semester 1 or 2, Fall/Spring
HMS-6	Introduction to Case Management	3	Semester 1 or 2, Fall/Spring
HMS-8	Intro to Group Process	3	Semester 1 or 2, Fall/Spring
HMS-16	Public Assistance and Benefits	1	Semester 1 or 2, Winter/Summer
WKX-200 (HMS-200)	Human Services Work Experience	1-2-3-4	Semester 1 or 2, Fall/Spring

Elective Courses: 6 units

Course	Title	Units	Sequencing
HMS 7	Psychosocial Rehabilitation	3	Semester 1 or 2 Fall/Spring
HMS 13	Employment Support Strategies	3	Semester 1 or 2 Fall/Spring
HMS 14	Job Development	3	Semester 1 or 2 Fall/Spring
HMS 17	Introduction to Community Mental Health	3	Semester 1 or 2 Fall/Spring
HMS 18	Introduction to Social Work	3	Semester 1 or 2 Fall/Spring
HMS 19	Generalist Practices of Social Work	3	Semester 1 or 2 Fall/Spring
HMS 20	Medical Social Work	3	Semester 1 or 2 Fall/Spring
HMS 21	Social Justice in the Criminal Justice System	3	Semester 1 or 2 Fall/Spring
HMS 22	Human Behavior and the Social Environment	3	Semester 1 or 2 Fall/Spring
HMS 23	Law and Ethics in Social Work, Human Services, & Counseling Practices	3	Semester 1 or 2 Fall/Spring
HMS 24	Creative Arts Therapies and Self-Care for Helping Professionals	3	Semester 1 or 2 Fall/Spring
HMS 25	Crisis-Intervention Management	3	Semester 1 or 2 Fall/Spring
HMS 26	Trauma-Focused Counseling	3	Semester 1 or 2 Fall/Spring
HMS 27	Intro to Multicultural Counseling	3	Semester 1 or 2 Fall/Spring
HMS 28	Military Social Work	3	Semester 1 or 2 Fall/Spring
HMS 29	Introduction to Careers in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 30	Counseling of African Americans	3	Semester 1 or 2 Fall/Spring
HMS 31	Counseling of Latina and Latino Americans	3	Semester 1 or 2 Fall/Spring
HMS 32	Counseling of Asian Americans	3	Semester 1 or 2 Fall/Spring
HMS 33	Counseling of Native Americans	3	Semester 1 or 2 Fall/Spring
HMS 34	Counseling Emotionally Disabled Students	3	Semester 1 or 2 Fall/Spring
HMS 35	Counseling Students with a Learning Disability	3	Semester 1 or 2 Fall/Spring
HMS 36	Counseling Families of Special Needs Youth	3	Semester 1 or 2 Fall/Spring
HMS 37	Counseling of Clients with Disabilities	3	Semester 1 or 2 Fall/Spring
HMS 38	Introduction to Applied Behavioral Analysis	3	Semester 1 or 2 Fall/Spring
HMS 39	Introduction to Special Education and the IEP (Individualized Education Program)	3	Semester 1 or 2 Fall/Spring
HMS 40	Counseling Youth and Adolescents	3	Semester 1 or 2 Fall/Spring
HMS 41	Counseling and Resources for Survivors of Domestic Violence	3	Semester 1 or 2 Fall/Spring
HMS 42	Counseling and Resources for Families in the Child Welfare System	3	Semester 1 or 2 Fall/Spring

HMS 43	Counseling and Resources for Older Adults and Their Families	3	Semester 1 or 2 Fall/Spring
HMS 44	Counseling Youth in Gangs	3	Semester 1 or 2 Fall/Spring
HMS 45	Counseling Youth on Probation	3	Semester 1 or 2 Fall/Spring
HMS 46	Intro to Resources and Counseling Individuals on Probation or Parole	3	Semester 1 or 2 Fall/Spring
HMS 47	Counseling of Residential Treatment Clients	3	Semester 1 or 2 Fall/Spring
HMS 48	Counseling and Case Management in Corrections	3	Semester 1 or 2 Fall/Spring
HMS 49	Counseling Athletes	3	Semester 1 or 2 Fall/Spring
HMS 50	Introduction to African American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 51	Introduction to Latina and Latino American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 52	Introduction to Asian American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 53	Introduction to Native American Families and Populations	3	Semester 1 or 2 Fall/Spring
HMS 60	Introduction to Drugs and Alcohol	3	Semester 1 or 2 Fall/Spring
HMS 61	Evaluation of Narcotics and Controlled Substances	3	Semester 1 or 2 Fall/Spring
HMS 62		3	Semester 1 or 2 Fall/Spring
HMS 70	Non-Profit Organizations	3	Semester 1 or 2 Fall/Spring
HMS 71	Grant Writing Essentials	3	Semester 1 or 2 Fall/Spring
HMS 72	Social Welfare Policy	3	Semester 1 or 2 Fall/Spring
HMS 73	Administration in Social Work	3	Semester 1 or 2 Fall/Spring
HMS 74	Social Work Administration Studies	3	Semester 1 or 2 Fall/Spring

Total Program Units: 20 - 23 units

Item 4. Master Planning

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

Mission of Moreno Valley College: Moreno Valley College is committed to educating and empowering our students, providing equitable access to education, and serving our communities. Moreno Valley College's core mission can be expressed in four words: Education, Empowerment, Equity, Service

The goal the Social Work, Human Services, & Counseling Practices certificate and degree is to develop knowledge in this area and to prepare students for various paraprofessional positions in social work, human services, and counseling practices field. Graduates of the program will be prepared to work as entry-level employees in a variety of settings such as group homes, foster family agencies, adoption agencies, halfway houses, mental health and correctional facilities, and family, child and service agencies under the direct supervision of social workers and other human services professionals in public and non-profit social service agencies Further students will be prepared for transfer should they decide to continue on the academic pathway of related professions.

Education: Students will develop knowledge in the academic discipline social work, human services, and counseling practices.

Empowerment: Students will be empowered as they identify personal strengths which have helped them realize the completion of a certificate and/or degree.

Equity: All course-work is taught through an equity-lens, including an emphasis on social justice and a respect for working with people of all ethnic and cultural backgrounds.

Service: Students will be required to complete service-based learning (with virtual option) which includes volunteer service to the community.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Enrollment projections for courses are as followed:

Required Courses:

HMS-4: 45 students

HMS-5: 45 students

HMS-6: 45 students

HMS-8: 45 students

HMS-16: 32 students

WKX-200/HMS 200: 50 students

Elective Courses:

HMS-7: 32 students

HMS-13: 32 students

HMS-14; 32 students

HMS-17: 32 students

HMS-18; 45 students

HMS-19; 32 students

HMS-20; 45 students

HMS-21: 32 students

HMS-22: 32 students

HMS-23: 32 students

HMS-24: new course; no enrollment data available

HMS-25: 32 students

HMS-26: 32 students

HMS-27: 32 students

HMS-28: new course; no enrollment data available

HMS-29; 45 students

HMS-30; new course; no enrollment data available

HMS-31; new course; no enrollment data available

HMS-32; new course; no enrollment data available

HMS-33; new course; no enrollment data available

HMS-34; new course; no enrollment data available

HMS-35; new course; no enrollment data available

HMS-36; new course; no enrollment data available

HMS-37: new course; no enrollment data available

HMS-38; new course; no enrollment data available

HMS-39; new course; no enrollment data available

HMS-40; new course; no enrollment data available

HMS-41; new course; no enrollment data available
HMS-42: 32 students
HMS-43: new course; no enrollment data available
HMS-44; new course; no enrollment data available
HMS-45; new course; no enrollment data available
HMS-46; new course; no enrollment data available
HMS-47; new course; no enrollment data available
HMS-48; new course; no enrollment data available
HMS-49: new course; no enrollment data available
HMS-50; new course; no enrollment data available
HMS-51; new course; no enrollment data available
HMS-52; new course; no enrollment data available
HMS-53: new course; no enrollment data available
HMS-60: 45 students
HMS-61; new course; no enrollment data available
HMS-62: new course; no enrollment data available
HMS-69: new course; no enrollment data available
HMS-70: new course; no enrollment data available
HMS-71: new course; no enrollment data available
HMS-72: new course; no enrollment data available
HMS-73: new course; no enrollment data available

HMS-4, HMS-5, HMS-6, HMS-7, HMS-8, HMS-13, HMS-14, HMS-16, HMS-17, HMS-18, HMS-19, HMS-20, HMS-21, HMS-22, HMS-23, HMS-24, HMS-25, HMS-26, HMS-27, HMS-28, HMS-29, HMS-30, HMS-31, HMS-32, HMS-33, HMS-34, HMS-35, HMS-36, HMS-37, HMS-38, HMS-39, HMS-40, HMS-41, HMS-42, HMS-43, HMS-44, HMS-45, HMS-46, HMS-47, HMS-48, HMS-49, HMS-50, HMS-51, HMS-52, HMS-53, MS-60, HMS-61, HMS-62, HMS-69, HMS-70, HMS-71, HMS-72, HMS-73, and WKX-200/HMS-200 are actively available in Moreno Valley College inventory. These have been approved by the BOT and are documented in the catalog. All courses are approved for transfer to the CSU.

The certificate program expects to have 30 – 40 students completing this certificate annually beginning in September 2020.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The college has no similar degree option and related certificate options are within the same discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has alike or a similar program.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Not applicable as courses are already articulated UC and/or CSU

Program Outline

Title: Computer Numerical Control Programming

Originator: Paul Van Hulle

Date 9/23/2021

Department: Business, Engineering and Information Technologies

Norco 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: 0956.30

CIP Code: 48.0501

Type of Program:

Certificate of Achievement and Degree

Type of Associate Degree: Associate of Science

This is a: Modification to an existing certificate/degree

If this is a modification to an existing certificate/degree, please specify the changes being made:

Rationale:

Decreasing one class by one unit (Man 35). The class can be taught in 4 units instead of 5. We are changing the name of the course (MAN 35) From Computer Aided Manufacturing-Mastercam to Computer Aided Machining. In this course we would like to be able to teach either Mastercam and/or Fusion 360 and not just focus on Mastercam

We also would like to give the students the option to take a new class teaching a new program known as Fusion 360 instead of Mastercam. The industry is stating that more and more companies are using Fusion 360.

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
Manufacturing is a single school/subject discipline.
- 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.)

*Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor’s Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.

Program Narrative

Item 1. Program Goals and Objectives

Program Learning Outcomes

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

- Create a small engine based on blueprints that involves parts using both the mill and the lathe.
- Create five-axis part drawing files using Computer Aided Manufacturing program such as Mastercam, numerical code files and Solid Works.
- Compose written assignments on occupation safety in general industry.
- Solve mathematical formulas by using unknowns and apply this knowledge to solve problems for the industry.
- Establish a systematic approach to recognizing the essential information given on a blueprint.

In addition to achieving the program learning outcomes for the Computer Numerical Control programming certificate, students who complete the Associate of Science Degree in Computer Numerical Control Programming (CNC) technology will demonstrate proficiency in general education student learning outcomes and proficiency in subject matter student learning outcomes.

Item 2. Catalog Description

This program prepares individuals for an entry level career in Computer Numerical Control programming. Computer control programmers and operators use Computer Numerically Controlled (CNC) machines to cut and shape precision products, such as automobile, aviation, and machine parts. CNC machines operate by reading the code included in a computer-controlled module, which drives the machine tool and performs the functions of forming and shaping a part formerly done by machine operators. CNC machines include machining tools such as lathes, multi-axis spindles, milling machines, laser cutting machines, and wire electrical discharge machines. CNC machines cut away material from a solid block of metal or plastic—known as a workpiece—to form a finished part. Computer control programmers and operators normally produce large quantities of one part, although they may produce small batches or one-of-a-kind items. They use their knowledge of the working properties of metals and their skill with CNC programming to design and carry out the operations needed to make machined products that meet precise specifications.

CNC programmers—also referred to as numerical tool and process control programmers—develop the programs that run the machine tools. They review three-dimensional computer aided/automated design (CAD) blueprints of the part and determine the sequence of events that will be needed to make the part. This may involve calculating where to cut or bore into the workpiece, how fast to feed the metal into the machine, and how much metal to remove.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 26-29 units

Course	Title	Units	Sequencing
ENE/DFT-30	Computer Aided Drafting (CAD)	3	Semester 2, Fall
ENE/DFT-42	SolidWorks I	3	Semester 2, Fall
ENE/DFT-51	Print Reading	2	Semester 1, Summer
ENE/DFT-52	Geometric Dimensioning and Tolerancing	3	Semester 4, Spring
ENE/DFT-60	Math for Engineering Technology	3	Semester 1, Summer
OR			OR
MAT-36	Trigonometry	4	Semester 1, Summer
MAN/ELE-55	Occupational Safety and Health Administration (OSHA) Standards for General Industry	1	Semester 3, winter
MAN-56	CNC Machine Set-up and Operation	4	Semester 4, Spring
MAN-57	CNC Program Writing	3	Semester 5, Fall
MAN-35	Computer Aided Machining	4	Semester 5, Fall
OR			OR
DFT-62	Basic Fusion 360	3	Semester 5, Fall
AND			AND
DFT-63	Advanced Fusion 360	3	Semester 5, Fall

Total Program Units: 26-29 units

Associate of Science Degree

The Associate of Science Degree in Computer Numerical Control Programming will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Minimum Degree Units		Maximum Degree Units	
Minimum Required Units	26	Maximum Required Units	29
Minimum Elective Units	0	Maximum Elective Units	0
Local GE Required Units	27	CSUGE Required Units	39
Double Counted Units	4	Double Counted Units	4
Total Minimum Degree Units	60	Total Maximum Degree Units	63

Item 4. Master Planning

This certificate has been offered for years at Norco College.

Riverside Community College District is dedicated to the success of its students and to the development of the communities it serves. By facilitating its Colleges and learning centers to provide educational and student services, it meets the needs and expectations of its unique communities of learners. The District provides the Colleges with leadership in the areas of advocacy, resource stewardship, and planning.

Norco College inspires a diverse student body by an inclusive innovative approach to learning through its pathways to transfer, professional, career and technical education, certificates, and degrees. We are proud to be a pivotal hub for scholarship, arts and culture, dynamic technologies, and partnerships. Norco College encourages self-empowerment and is dedicated to transforming the lives of our students, employees, and community.

Item 5. Enrollment and Completer Projections

20-25 enrollments and 10-20 each year

Item 6. Place of Program in Curriculum/Similar Programs

Other certificate in the manufacturing program include:

- Computer Numerical Control (CNC) operator (N) NCE966
- Conventional Machine Operator (N) NCE865
- Industrial Automation (N) NAS737/NAS737B/NAS737C/NCE737

Item 7. Similar Programs at Other Colleges in Service Area

San Bernardino Valley College and Fullerton College both have CNC programming certificates.

Item 8. Transfer Preparation Information (if applicable)

If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.

Program Outline

Title: Administrative/Clinical Medical Assisting

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: 1208.00 **CIP Code: 51.0801 Medical/Clinical Assistant**

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:
 Changing MDA-100 Clinical Externship to MDA-100 Medical Assisting Externship.

Rationale:

The new course title better reflects the purpose of the course as both administrative and clinical skills may be practiced.

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.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor’s Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

The Administrative/Clinical Medical Assisting Program offers courses with minimal prerequisites and provides students with entry level skills necessary for success in the field. The program supports the mission of the college and district by providing accessible, pre-professional, career preparation in healthcare and promoting lifelong learning. The overall goal of the Administrative/Clinical Medical Assisting Program is to graduate competent people who will be prepared to work in today’s ever changing medical environment.

Item 2. Catalog Description

This program prepares individuals to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures, pre-examination and examination assistance, administration of medications, and first aid under the supervision of a physician. This includes instruction in basic anatomy and physiology; medical terminology; medical law and ethics; patient psychology and communications; medical office procedures; and clinical/diagnostic examination, testing, and treatment procedures.

Program Learning Outcomes

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

- Demonstrate competency in clinical and/or administrative skills needed to prepare for an entry level position in Medical Assisting.

Item 3. Program Requirements

Required Courses: 27 units

Course	Title	Units	Sequencing
MDA-10	Medical Terminology	3	Semester 1, Fall
MDA-50	Medical Assisting Core	2	Semester 1, Fall
MDA-54A	Clinical Medical Assisting I	2	Winter Session
MDA-54B	Clinical Medical Assisting II	4	Semester 2, Spring
MDA-11	Medical Documentation and Terminology	2	Semester 2, Spring
MDA-59	Medical Office Procedures	3.5	Semester 1, Fall
MDA-60	Survey of Human Diseases	2	Semester 1, Fall
MDA-61	Pharmacology for Medical Office Personnel	2	Semester 2, Spring
MDA-100	Medical Assisting Externship	3.5	Semester 2, Spring
BIO-45	Survey of Human Anatomy and Physiology	3	Semester 1, Fall or Winter

Elective Courses: 3 units

Course	Title	Units	Sequencing
CIS-1A	Introduction of Computer Information Systems	3	Semester 1, Fall or Winter
CAT/CIS-3	Computer Applications for Business	3	Semester 1, Fall or Winter
CAT/CIS-80	Word Processing: Microsoft Word for Windows	3	Semester 1, Fall or Winter

Total Program Units: 30 units

Item 4. Master Planning

The Administrative/Clinical Medical Assisting Program supports the mission of the college and district by providing accessible, pre-professional, career preparation in healthcare and promoting lifelong learning.

Item 5. Enrollment and Completer Projections

Approximately 20 - 30 students annually. Anticipate that the certificate and degree will increase both the total number of students pursuing a certificate and/or associate degree in Administrative/Clinical Medical Assisting. The projection is that enrollments in Administrative/Clinical Medical Assisting program will continue to grow incrementally as students discover the value of this certificate to employers who are experiencing an increased demand in the industry.

Item 6. Place of Program in Curriculum/Similar Programs

Moreno Valley College is the only college to offer Administrative/Clinical Medical Assisting with the Riverside Community College District.

Item 7. Similar Programs at Other Colleges in Service Area

There is only one other community colleges in the service area with a medical assisting program (San Jacinto).

Item 8. Transfer Preparation Information (if applicable)

N/A

Program Outline

Title: Transcriptionist/Health Documentation Specialist

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: 1202.00

CIP Code: 51.0708 Medical/Clinical Assistant

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:

Changing the title of the program to reflect the current changes in industry trends and practices. Also, changing MDA-58A Medical Transcription to MDA-58A Medical Transcription/Health Documentation.

Rationale:

The new program name better reflects the current practices and trends in the industry. This also the reason for the change in the course title for MDA-58A.

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.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor’s Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

The Transcriptionist/Health Documentation Specialist program is goal is to prepare the individual to be a health documentation specialist/transcriptionist who will apply the knowledge of medical terminology, anatomy and physiology, and English language rules to the transcription, proofreading, and editing of medical dictation from various healthcare providers. The program offers courses with minimal prerequisites and provides students with the skills required to be successful in the field. The program supports the mission of the college and district by providing accessible, pre-professional, career preparation in healthcare and promoting lifelong learning. The overall goal of the Medical Documentation/Transcription Specialist program is to graduate competent people who will be prepared to work in today’s ever changing medical environment.

Item 2. Catalog Description

The Transcriptionist/Health Documentation Specialist program is designed to prepare the individual to be a health documentation specialist/transcriptionist who will apply the knowledge of medical terminology, anatomy and physiology, and English language rules to the transcription, proofreading, and editing of medical dictation from various healthcare providers. The individual will interpret, transcribe and/or edit dictation by physicians and other healthcare professionals regarding patient assessment, therapeutic procedures, and clinical course, to provide a permanent medicolegal record of patient care. This includes preparing the individual to recognize, interpret and evaluate inconsistencies in the grammar of the spoken word and appropriately edit, revise, and clarify it without changing the meaning of the document. The individual will be prepared to demonstrate an understanding of the medicolegal responsibilities and implications related to the transcription and editing of documents in order to protect the patient and the institution/business facility. The operation of designated word processing, dictation and transcription equipment and software will be covered.

Program Learning Outcomes:

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

- Demonstrate the skills needed in the Medical Transcription profession.

Item 3. Program Requirements

Required Courses: 20 units

Course	Title	Units	Sequencing
BIO-45	Survey of Human Anatomy and Physiology	3	Semester 1
MDA-10	Medical Terminology	3	Semester 1
MDA-58A	Medical Transcription	5	Semester 2
CAT-30 <i>or</i> ESL-51	Business English <i>or</i> Basic Writing and Grammar	3 4	Semester 1 Semester 1

Elective Courses: 5 units (one course from Category A and at least one from Category B)

Category A

Course	Title	Units	Sequencing
CAT/CIS-3	Computer Applications for Business	3	Semester 1
CAT-50	Keyboarding and Document Processing	3	Semester 1
CAT/CIS-80	Word Processing Microsoft Word for Windows	3	Semester 1

Category B

Course	Title	Units	Sequencing
MDA-58B	Advanced Medical Transcription	3	Semester 2
MDA-60	Survey of Human Diseases	2	Semester 1
MDA-61	Pharmacology for Medical Office Personnel	2	Semester 2
MDA-10	Medical Documentation and Terminology	2	Semester 2

Total Program Units: 25 units

Item 4. Master Planning

The Medical Transcription certificate and degree align with the College’s mission statement by offering career and technical courses that prepare them for the workforce.

Item 5. Enrollment and Completer Projections

Approximately 10-20 students annually. Anticipate that the certificate and degree will increase both the total number of students pursuing a certificate and/or associate degree in Medical Assisting. The projection is that enrollments in Medical Transcription specific classes will continue to grow incrementally as students discover the value of this certificate to employers who are experiencing an increased demand in the industry.

Item 6. Place of Program in Curriculum/Similar Programs

This certificate and degree is currently offered in the Medical Assisting discipline which is part of the Health and Human Services Department.

Item 7. Similar Programs at Other Colleges in Service Area

No other colleges offer this program in service area.

Item 8. Transfer Preparation Information (if applicable)

N/A

Program Outline

Title: Photography

Originator: Matthew Brabant

Date 10/6/2021

Department: Photography

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: 1012.00 **CIP Code:** 10.0201

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:

Courses are being removed with additional courses being added. Additional, course names are being updated.

Rationale:

This certificate/degree is being updated to reflect industry standards.

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.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for professional photographic industries, where they will be able to stand out from the competition with cutting edge contemporary experience and knowledge. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio. They will have the chance to explore modern technology such as drones and blend this knowledge with fortifying skills from commercial and advertising photography. Students also have the choice to learn about photojournalism, crime scene photography, or even advanced film photography with alternative processes.

Item 2. Catalog Description

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for professional photographic industries, where they will be able to stand out from the competition with cutting edge contemporary experience and knowledge. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio. They will have the chance to explore modern technology such as drones and blend this knowledge with fortifying skills from commercial and advertising photography. Students also have the choice to learn about photojournalism, crime scene photography, or even advanced film photography with alternative processes.

Program Learning Outcomes

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

- Demonstrate competency and understanding of exposure by adjustment of aperture, shutter speed, and ISO to create a proper exposure as well as stop action and manage a creative use of depth of field
- Identify, describe, and demonstrate formal concepts and contemporary forms of photographic composition.
- Understand how to manage ambient light as well as control and modify added light into the photographic frame
- Create and manage a library of digital assets
- Obtain a professional level competency of digitally editing photographs
- Produce a portfolio of work demonstrating technical competencies and aesthetic merit

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: 12 units

Course	Title	Units	Sequencing
PHO-8 or PHO-20	Introduction to Film Photography Introduction to Digital Photography	3 3	
PHO-9	Intermediate Photography	3	
PHO-14	Lighting for Photographers	3	
PHO-19	Color Correction and the Photographic Portfolio	3	

Elective Courses: 6 units

Course	Title	Units	Sequencing
PHO-11	Commercial and Advertising Photography	3	
PHO-23	Drone Photography	3	
PHO-27	Crime Scene Photography	3	
PHO-12	Photojournalism	3	
PHO-7	Medium and Large Format Film Photography	3	

Total Program Units: 18 units

Item 4. Master Planning

This program is currently offered in the CTE Division at Riverside City College. No additional resources are needed.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This is a current certificate/degree in the Photography Discipline.

Item 7. Similar Programs at Other Colleges in Service Area

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate

Mount San Jacinto – Photography A.S., Photography Certificate

The community colleges listed above offer a variety of different photography certificates and Associates degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional

skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional and creative photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

n/a