District Curriculum Committee
Meeting Agenda

Tuesday, September 20, 2022	4:00-5:00pm	**CAADO 209/Zoom**

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

Zoom Information

https://rccd-edu.zoom.us/j/81658659020?pwd=aHhIUVhONEVacFBpeGkyandLK1pIdz09
+1 669 900 6833 US
Meeting ID: 816 5865 9020
Passcode: 226071

Agenda and Minutes

1. Approval of Agenda
2. Approval of Minutes – September 6, 2022

Reports from Colleges

1. Moreno Valley
2. Norco
3. Riverside

Action Items

1. Curriculum Proposals

Discussion Items

1. Interdisciplinary Studies – Kelly Douglass
2. Non-Credit Music Courses: 854, 855, 868 – Steven Schmidt
3. Lab at Lecture Rate Courses – Bryan Medina

Program Documentation

a. New Programs
    i. Python Programming
    ii. Acting
    iii. Entrepreneurship
b. Program Modifications
    i. Music
    ii. Management
    iii. General Business

District Curriculum Committee
Proposals for Review for Meeting: 09/20/2022

Courses

Course Deletions

		M	N	R	Discussion

HIS 4   **History of Western Civilization I**   ☑ ☐ ☐

Rationale: Due to faculty retirements and shifts in the CSU/UC transfer requirements, we are deleting History of Western Civilization courses and directing students to take World History courses instead.

MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

HIS 5   **History of Western Civilization II**   ☑ ☐ ☐

Rationale: Due to faculty retirements and shifts in the CSU/UC transfer requirements, we are deleting History of Western Civilization courses and directing students to take World History courses instead.

MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

Course Exclusions

		M	N	R	Discussion

CIS 4   **Practical Computer Security**   ☐ ☐ ☑

Rationale: This course has not been offered at RCC and faculty do not intend to offer it in the future.

MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

Course Major Modifications

		M	N	R	Discussion

BIO 10   **Life Science Principles**   ☐ ☑ ☑

Rationale: Add Objectives, refine SLOs, update texts.

MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 18   **Human Genetics**   ☑ ☑ ☑

Rationale: Course Objectives are being added, along with some updates to SLOs. Textbooks have also been updated to bring materials into 5-year compliance.

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 19   **Environmental Science**   ☑ ☑ ☑

Rationale: Add Objectives, refine SLOs, update texts

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 21   **California Naturalist**   ☐ ☑ ☐

Rationale: Update missing components in Curricunet.

MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Info Item, 9/13/2022

BIO 3   **Field Botany**   ☐ ☑ ☑

Rationale: Inclusion of Objectives, update of SLOs, relocate appropriate course content to Additional Laboratory Content, update texts

MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 4   **Human Biology**   ☑ ☑ ☑

Rationale: Add Objectives, update texts

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 5   **General Botany**   ☐ ☑ ☑

Rationale: Include Objectives. Refine SLOs. Update texts. Relocate appropriate course content to Additional Laboratory Content.

MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 61   **Introduction to Organismal and Population Biology**   ☑ ☑ ☑

Rationale: Add Objectives and update texts.

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

Courses

Course Major Modifications

			M	N	R	Discussion

BIO 7   **Marine Biology**   ☐ ☑ ☑
Rationale: Add objectives and refine SLO's as well as update Text
MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

BIO 8   **Principles of Ecology**   ☐ ☑ ☑
Rationale: Add Objectives, refine SLOs, update texts, relocate appropriate course content to Additional Laboratory Content.
MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

CUL 20   **Fundamentals of Baking I**   ☐ ☐ ☑
Rationale: This modification will bring the course material to a level that matches C-ID HOSP 180. Additionally, the publisher has recently revised the textbook edition to keep with current industry standards.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

DAN 13   **Pilates Methodology**   ☐ ☐ ☑
Rationale: Updating textbooks.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

DAN 14   **Internship in Pilates Education and Teaching**   ☐ ☐ ☑
Rationale: Updating textbooks.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN 28   **Basketball Theory**   ☐ ☐ ☑
Rationale: Updating Sample Assignments and updating course materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A20   **Golf, Beginning**   ☐ ☐ ☑
Rationale: Update Grading Methods, sample assignments, and course materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A21   **Golf, Intermediate**   ☐ ☐ ☑
Rationale: Update sample assignments and course materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A57A   **Basketball, Beginning**   ☐ ☐ ☑
Rationale: Update the grading methods, course description, sample assignments, course materials, and add course objectives.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A57B   **Basketball, Intermediate**   ☐ ☐ ☑
Rationale: Update the grading methods, course description, sample assignments, course materials, and add course objectives.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A57C   **Basketball, Advanced**   ☐ ☐ ☑
Rationale: Update the grading methods, course description, sample assignments, course materials, and add course objectives.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A89A   **Beginning Body Sculpting**   ☑ ☐ ☑
Rationale: Update course materials, update grading options, update course description (took out Pass/No Pass), and update sample assignments.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A89B   **Intermediate Body Sculpting**   ☑ ☐ ☑
Rationale: Update course description, change grading methods, update course materials, and update sample assignments.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

KIN A89C   **Advanced Body Sculpting**   ☑ ☐ ☑
Rationale: Update course description (took off Pass/No Pass), change grading method, update course materials, and update sample assignments.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

Courses

Course Major Modifications

			M N R	Discussion

MUS 37   **Class Guitar**   ☑ ☑ ☑
Rationale: Add objectives, update SLOs, update textbooks, and minor cleanup.
MOV: **Approved, 9/13/2022**   **NOR:** **Approved, 9/13/2022**   **RIV:** **Approved, 9/13/2022**

MUS 56   **Intersession Concert Band**   ☐ ☐ ☑
Rationale: Minor edits to course content.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS 68   **Community Symphony**   ☐ ☐ ☑
Rationale: Minor edits to course content.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS 73   **Vocal Jazz Singers**   ☐ ☐ ☑
Rationale: Minor edits to course content.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS 76   **Advanced Instrumental Chamber Ensembles**   ☐ ☐ ☑
Rationale: Update course description and minor cleanup.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS 81   **Consort Singers**   ☐ ☑ ☑
Rationale: Minor cleanup.
MOV: Info Item, 9/13/2022   **NOR:** **Approved, 9/13/2022**   **RIV:** **Approved, 9/13/2022**

MUS 82   **Wind Symphony**   ☐ ☐ ☑
Rationale: Minor edits to course content.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS 84   **Jazz Orchestra**   ☐ ☐ ☑
Rationale: Minor edits to course content.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS 85   **Intersession Chamber Ensembles**   ☐ ☑ ☑
Rationale: Minor cleanup.
MOV: Info Item, 9/13/2022   **NOR:** **Approved, 9/13/2022**   **RIV:** **Approved, 9/13/2022**

MUS 86   **Intersession Jazz Ensemble**   ☐ ☐ ☑
Rationale: Update course materials and minor cleanup.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

MUS P77   **Advanced Guitar Ensemble**   ☐ ☐ ☑
Rationale: Minor edits to course content.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** **Approved, 9/13/2022**

PSY 33   **Theories of Personality**   ☑ ☑ ☑
Rationale: Modifications being made to an existing course (e.g., adding Course Objectives, updating textbook section, etc.).
MOV: **Approved, 9/13/2022**   **NOR:** **Approved, 9/13/2022**   **RIV:** **Approved, 9/13/2022**

PSY 50   **Research Methods in Psychology**   ☑ ☑ ☑
Rationale: This course is required for an Associates degree for Transfer to Cal State University system and has been successfully taught at RCC for many years.
MOV: **Approved, 9/13/2022**   **NOR:** **Approved, 9/13/2022**   **RIV:** **Approved, 9/13/2022**

PSY 8   **Social Psychology**   ☑ ☑ ☑
Rationale: This major modification is required to add course objectives, revise course content, and update methods of instruction and evaluation, sample assignments, and textbooks.
MOV: **Approved, 9/13/2022**   **NOR:** **Approved, 9/13/2022**   **RIV:** **Approved, 9/13/2022**

Courses

Course Minor Modifications

			M	N	R	Discussion

CAT 1A **Business Etiquette** — ☑ ☑ ☑
Rationale: Two year CTE review - no changes
MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 30 **Business English** — ☑ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 30A **Business English 30A** — ☐ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 31 **Business Communication Fundamentals** — ☑ ☑ ☑
Rationale: Two year CTE review - no changes.
MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 34A **Introduction to Word** — ☐ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 36A **Legal Office Procedures I** — ☐ ☐ ☑
Rationale: two year CTE review - no changes
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 36B **Legal Office Procedures II** — ☐ ☐ ☑
Rationale: two year CTE review - no changes
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 37 **Legal Terminology** — ☐ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 38 **Legal Word Processing and Forms** — ☐ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 50 **Beginning Computer Keyboarding** — ☑ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 51 **Intermediate Keyboarding/Document Formatting** — ☑ ☑ ☑
Rationale: Two year CTE review - no changes.
MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 53 **Keyboarding Fundamentals** — ☑ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 61 **Professional Office Procedures** — ☑ ☐ ☑
Rationale: Two year CTE review - no changes.
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

CAT 62 **Records Management** — ☑ ☐ ☑
Rationale: Two Year CTE Review - update text
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

Courses

Course Minor Modifications

		M	N	R	Discussion

KIN 27 **Football Theory**   ☐ ☐ ☑
Rationale: Update course materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN 33 **Baseball Theory**   ☐ ☐ ☑
Rationale: Update course materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN 45 **Group Fitness Instructor**   ☑ ☐ ☑
Rationale: Update Course Materials
MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN A11 **Tennis, Beginning**   ☐ ☐ ☑
Rationale: Update Coures Materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN A12 **Tennis, Intermediate**   ☐ ☐ ☑
Rationale: Update Course Materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN A13 **Tennis, Advanced**   ☐ ☐ ☑
Rationale: Update Course Materials
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN A67 **Volleyball, Beginning**   ☐ ☐ ☑
Rationale: Update Course Materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN A68 **Volleyball, Intermediate**   ☐ ☐ ☑
Rationale: Update Course Materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN A69 **Volleyball, Advanced**   ☐ ☐ ☑
Rationale: Update Course Materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

KIN V05 **Baseball, Varsity, Men**   ☐ ☐ ☑
Rationale: Update course materials.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

WEL 115A **SMAW/GMAW Pipe welding fundamentals**   ☐ ☐ ☑
Rationale: Course review to meet the obligations of the CTE 2-year cycle for the state. The course is up to date with current industry standards. No changes are necessary.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

WEL 20 **Blueprint Reading for Welders**   ☐ ☐ ☑
Rationale: Course review to meet the obligations of the CTE 2-year cycle for the state. The course is up to date with current industry standards.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

WEL 22 **Plate and Structural Layout**   ☐ ☐ ☑
Rationale: Course review to meet the obligations of the CTE 2-year cycle for the state. The course is up to date with current industry standards.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

WEL 24 **Pipe Fitting for the trades.**   ☐ ☐ ☑
Rationale: Course review to meet the obligations of the CTE 2-year cycle for the state. The course is up to date with current industry standards. No changes are necessary.
MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

Courses

Course Minor Modifications   M N R   Discussion

WEL 26   **Pipe Layout**   ☐ ☐ ☑

Rationale: Course review to meet the obligations of the CTE 2-year cycle for the state. The course is up to date with current industry standards. No changes are necessary.

MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

Distance Education   M N R   Discussion

ARE 63DE   **3D Tour, Virtual, Mixed, Augmented and Extended Reality**   ☐ ☑ ☐

Rationale:

MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Info Item, 9/13/2022

SOC 21DE   **Introduction to Deviance**   ☑ ☐ ☑

Rationale:

MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Hold, 9/13/2022

Hold to request more infor-mation in regular effec-tive contact section.

New Courses   M N R   Discussion

MUS P87   **Applied Music Training II**   ☑ ☑ ☑

Rationale: Creates intersession instruction option for advanced music students.

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

Programs

New Programs   M N R   Discussion

Certificate

CIS   **Python Programming**   ☐ ☑ ☐

Rationale: The goal of this program is to increase diversity in the technical workforce by providing an education platform for entry-level Python Programming jobs. This program aims to develop the 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 computer programmers, software developers, web developers, and digital interface designers.

MOV: Info Item, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Info Item, 9/13/2022

THE   **Acting**   ☐ ☐ ☑

Rationale: The Acting Program at Riverside City College is an engaging program designed to prepare highly talented students for work in both professional and educational theatre. In addition to the core of required theatre courses, this comprehensive curriculum includes a sequence of courses in acting, voice, movement, and specialized styles, as well as required participation in campus productions both on and backstage. This balance of course work and production experience prepares students to persevere in the demanding world of professional theatre. Students must exhibit continued progress and artists growth and pass ongoing faculty evaluation in order to remain in the program. Performance opportunities include Performance Riverside, a semiprofessional theatre located on the campus of Riverside City College, which is home to a season of three productions each year, and, our flexible black box space which produces 1-2 productions each year.

MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Hold, 9/13/2022

Hold to correct language in program description.

Programs

New Programs   M N R   Discussion

Degree

ENP   **Entrepreneurship**   ☑ ☐ ☐

Rationale: After MVC recently launched the Entrepreneurship certificates, we have found an increasing number of students taking Entrepreneurship courses. Continuing the Entrepreneurship courses would allow students to earn an Associate Degree of Science in Entrepreneurship.The entrepreneurship program provides students broad, intellectual, practical skills that demonstrate the ability to apply knowledge and concepts related to identifying business opportunities, evaluating ideas, assessing the markets, and exploring risks and rewards. Additionally, students will develop a business model canvas and pitch their business idea. Through a series of courses that include hands-on and experiential learning, students develop knowledge and skills that serve as a springboard to start, run, and grow their own business.

MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

Program Modifications   M N R   Discussion

ADT

MUS   **Music**   ☑ ☐ ☐

Rationale: The state requirements for the ADT have changed to allow for a more diverse array of courses. MVC's ADT should be modified to reflect the new Area A elective category as shown above as well as the removal of courses which are no longer being offered at MVC. MUS-31 and MUS-71 have not been offered at Moreno Valley College since Spring of 2015. MVC currently has two vocal ensembles, one dedicated to the study of concert and chamber music (Concert Choir-MUS-29 / Advanced Chamber Choir MUS-83) and one dedicated to the study and performance of Gospel Music (Gospel Singers – MUS-57 / Gospel Choir – MUS-58). MVC does not have the student interest or vocal faculty leadership at this time (or for the foreseeable future) to support a third choir therefore, College Choir MUS-31 and College Chorus MUS-71 should be excluded from the college catalog.

MOV: Approved, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Info Item, 9/13/2022

AOE

HUM   **Humanities, Philosophy and Art**   ☑ ☑ ☑

Rationale: Updating AOE to reflect curricular changes in ENG courses: Existing courses (ENG 38 and 39) have been deleted from District curriculum holdings and a new sequenced course (ENG 38 ABC) has replaced deleted courses.

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

MAT   **Math and Science**   ☑ ☑ ☑

Rationale: Adding BIO-21 to electives to expand course options.

MOV: Approved, 9/13/2022   **NOR:** Approved, 9/13/2022   **RIV:** Approved, 9/13/2022

Certificate

BUS   **Management**   ☐ ☐ ☑

Rationale: Replacing MAG-44: Principles of Management for MAG-40: AMA Certified Professional in Management. MAG-40: AMA Certified Professional in Management class will prepare students to sit in for the AMA Certification exam upon completion of the course. The AMA Certification is industry recognized and will better prepare students for management positions in the workforce.

MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

BUS   **General Business**   ☐ ☐ ☑

Rationale: Replacing MAG-51: Elements of Supervision for MAG-40: AMA Certified Professional in Management. MAG-40: AMA Certified Professional in Management class will prepare students to sit in for the AMA Certification exam upon completion of the course. The AMA Certification is industry recognized and will better prepare students for management positions in the workforce.

MOV: Info Item, 9/13/2022   **NOR:** Info Item, 9/13/2022   **RIV:** Approved, 9/13/2022

Riverside Community College District

District Curriculum Committee

Program Documentation for September 20, 2022

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PROGRAM OUTLINE OF RECORD

College R✔M✔N✔
TOP's Code: 0707.10
CIP Code: 11.0299

Python Programming Certificate

PROGRAM PREREQUISITE:
None

SHORT DESCRIPTION OF PROGRAM:
The Python Programming Certificate will provide students with proficiency in the development principles, which emphasize planning, designing, writing, testing programs to solve problems in systems and networks using Python programming languages.

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

1. Solve programming problems by using common built-in Python modules, tools and template.
2. Utilize development modules, packages and tools to create programs for network services, communication and system administration.
3. Perform security assessment using Python scripts and its features.
4. Create Python programs for Internet of Things (IoT) such as smart devices, embedded systems, micro-boards.
5. Plan, design and write versatile, scalable, high performance Python programs with interfaces and data structure using packages, libraries and extensions.

The certificate program requires the completion of 5 core classes, for a total of 15 units.

Required Courses		Units
CIS-30A	Introduction to Python Programming	3
CIS-30B	Python Programming in Networking	3
CIS-30C	Python Programming in Cybersecurity	3
CIS-30D	Python Programming for Internet of Things	3
CIS-30E	Advanced Python Programming	3
Total Units		15

NORCO COLLEGE

PROGRAM: Python Programming

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives

Mission of Norco College: *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.*

The goal of this program is to increase diversity in the technical workforce by providing an education platform for entry-level Python Programming jobs. This program aims to develop the quality and quantity of technical professionals to fulfill business needs and generate greater economic impact in the greater InlandEmpire region. Students will gain soft and technical skills necessary to become entry-level computer programmers, software developers, web developers, and digital interface designers.

2. Catalog description

The Python Programming Certificate will provide students with proficiency in the areas of systemdevelopment, software programming, Internet of Things (IoT) development, web development,cybersecurity analyst, computer cybersecurity professionals, and system administration.

The Certificate Program Learning Outcomes are:

- Solve programming problems by using common built-in Python modules, tools and template.
- Utilize development modules, packages and tools to create programs for network services, communication and system administration.
- Perform security assessment using Python scripts and its features.
- Create Python programs for Internet of Things (IoT) such as smart devices, embedded systems, micro-boards.
- Plan, design and write versatile, scalable, high performance Python programs with interfaces and data structure using packages, libraries and extensions.

3. Program Requirements
The certificate program requires the completion of 5 core classes for a total of 15 units.

Required Courses		Units
CIS-30A	Introduction to Python Programming	3
CIS-30B	Python Programming in Networking	3
CIS-30C	Python Programming in Cybersecurity	3
CIS-30D	Python Programming for Internet of Things	3
CIS-30E	Advanced Python Programming	3
Total Units		15

4. Background and Rationale

This certificate expands the programming skills for existing computer science, data analyst, and cybersecurity students. Python programming remains one of the most highly demanded skills in the programming and cybersecurity field. This certificate provides an education platform for students to improve their opportunities for pursuing career or industry certifications in Python programming, such as PCAP – Certified Associate in Python Programming that will impact regional and national workforce.

Criteria B. Need
5. Enrollment and Completer Projections

Enrollment projections for courses are as followed:
CIS-30A	40 students
CIS-30B	40 students
CIS-30C	40 students
CIS-30D	40 students
CIS-30E	40 students

.
The certificate program expects to have 40 to 80 students completing this certificate annually beginning in the Fall 2023 semester.

6. Place of Program in Curriculum/Similar Programs

The district has adopted this certificate at Moreno Valley College. No similar certificate exists at Norco College.

7. Similar Programs at Other Colleges in Service Area

Moreno Valley College and Mt. SAC offer similar Python Programming Certificates.

8. Labor Market

Completion of this program provides graduates with the principles and practices to pursue entry level positions in computer programming, software development, web development and digital interface designers. This program includes the use of computer hardware and software, operating systems and appliances to plan, design, and develop computer programs for networks, Internet of Things (IoT), security analysis to investigate and assess system risks.

Employment for the computer programming occupational group is expected to increase 9% between 2020 and 2025 in the Inland Empire/Desert Region. A total of 8,273 job openings, or 758 annual openings will be available over the five-year timeframe. The entry- level wage for each of the computer programming occupations is above the hourly self-sustainability standard of $24.36 per hour for a single adult living in the Inland Empire/Desert Region. The median hourly earnings is estimated as $28.26.

There appears to be an opportunity for program growth based on the average annual number of program completions versus openings in the region. The average annual number of program completions from community college programs in the region is 104, with an additional 127 from postsecondary education providers for a total of 232 total annual awards in programs related to computer programming. The openings for computer programming occupations in the local region is 758 average annual openings for new and replacement jobs.

The Inland Empire/ Desert Centers of Excellence recommend Computer Programming program expansion to meet the need for more workers in the region.

9. Employer Survey

Python programming is a general-purpose programming language used for developing both desktop and web applications. Python programming can be used for many different applications such as web and internet development, scientific and numeric computing, education, desktop GUIs, software development, and business applications.

A job posting search for "python programming" in the region yielded 239 job postings on Indeed.com. Based on the regional Labor Market Information report, the top employers who are seeking Python programmers include ESRI, Anthem Blue Cross, Danaher Corporation, Crowdstrike, and IDIQ.

10. Explanation of Employer relationship.

Employers provide guidance for future student employment, internship and mentorship. They also provide feedback on curriculum, certificate update to parallel with industry certification and workforce demands. Faculty members meet with local employers both formally and informally throughout the academic year.

11. List members of Advisory committee

  o **Evan Kuryllo -** Software Engineer, Broken Circle Studios

- o **Ken Muckey-** PMP Enterprise Implementation Project Manager, Accredited by Google For Data Analysis, LBM Data Science Certified, Company: Toshiba America Business Solutions

- o **Caleb Neal -** Systems Administrator/ Tier 3 Support, Company: Infinity Software

- o **Minh Phan -** Principal Engineer, Observability at Twilio

- o **Jessiah Ruiz –** Associate Professor, Computer Science at Norco College

- o **Patrick Stanley -** Research Manager at Data Science Innovation, a Child Care Resource Center in Chatsworth California

12. Recommendations of Advisory Committee

Asynchronous Advisory Committee meetings were conducted in May 2022.

A summary of the key insights from the Asynchronous Advisory Committee Meetings follows:
- Companies generally prefer 4-year degrees in Data Science and Python Programming jobs, but due to high demand and low supply, applicants with AS degree or certifications would be considered. It's about the qualifications more than the degree.
- Python is a high demand skill set. SQL demand is decreasing.
- Data Science and Statistical Analysis are skill sets that are in demand
- Internships are difficult to find. Most companies are not offering them at this time.
- MS Office and particularly Excel skills are in demand

All members reviewed course descriptions and proposed sequences and recommend the creation of the Python Programming certificate.

C. Curriculum Standards

13. Display of Proposed Sequence
The sequence of courses presented here for the certificate program:
Semester 1
CIS-30A
Semester 2
CIS-30B
CIS-30C
Semester 3
CIS-30D

15. Library and/or Learning Resources Plan

The Library and/or Learning Resources are adequate to support this program.

16. Facilities and Equipment Plan

The facilities and equipment are adequate to support this program.

17. Financial Support Plan

Resources are adequate to support this program.

18. Faculty Qualifications and Availability

Norco College has one full-time Associate Professor who will teach the Python Programming courses. Adjunct faculty are available if needed. Python training for faculty is scheduled for fall 2022.

- **COVERDALE, JOHN** Professor Computer Information Systems, MS Applied Computer Science, Azusa Pacific University. At Riverside Community College District since 1998
- **FINLEY, JAMES** Associate Professor Multimedia, MS Software Engineering, Cal State Fullerton, MFA Game Design, Laguna College of Art and Design. At Riverside Community College District since 2012
- **PERRY, JUDY** Professor Computer Information Systems, MS Industrial and Systems Engineering, University of Southern California. At Riverside Community College District since 1994
- **RUIZ, JESSIAH** Associate Professor, Computer Information Systems, M.S. Software Engineering, California State University Fullerton, MFA Laguna College of Art and Design, Riverside Community College District since 2020

19. Based on model curriculum

This is based on the model curriculum.

20. Licensing or Accreditation Standards

N/A

21. Student Selection and Fees

Students will be allowed to self-select for the program. Norco College is an open access institution. There are no additional requirements for entrance into this program or additional fees other than textbook requirements.

Program Outline

Title: RCCD Theatre Arts – Acting Certificate

Originator: Jason Buuck   **Date**: 5/20/2022

Department: Department of Theatre

☐**Moreno Valley College** ☐ **Norco College**   X **Riverside City College**

TOPs Code: 1007 **CIP Code**: 50.0501

Type of Program:
X 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

Required Documentation

All Degrees and Certificates
X Evidence of district-wide discipline communication
X Department minutes showing approval
X Narrative
X Transfer preparation documentation

Program Goals and Objectives
The **Acting Program** at Riverside City College is an engaging program designed to prepare highly talented students for work in both professional and educational theatre. In addition to the core of required theatre courses, this comprehensive curriculum includes a sequence of courses in acting, voice, movement, and specialized styles, as well as required participation in campus productions both on and backstage. This balance of course work and production experience prepares students to persevere in the demanding world of professional theatre. Students must exhibit continued progress and artists growth and pass ongoing faculty evaluation in order to remain in the program. Performance opportunities include Performance Riverside, a semi-professional theatre located on the campus of Riverside City College, which is home to a season of three productions each year, and, our flexible black box space which produces 1-2 productions each year.

Catalog Description
- Perform and/or design material appropriate to their area of emphasis as individuals in productions.
- Demonstrate identify, and work conceptually with all elements and styles of theatre.
- Experience the process of audition, rehearsal and performance through various forms of theatrical literature.

Program   Requirements
Required Courses: __9_ units

Course	Title	Units	Sequencing
THE 30	Voice and Movement	2	Semester 1, Fall
THE 32	Beginning Acting	3	Semester 1, Fall
THE 38	Auditioning for the Stage	1	Semester 2, Spring
THE 5/6	Theatre Production Practicum	3	Semester 4, Spring

Elective Courses: __9__ units

Course	Title	Units	Sequencing
THE 33	Scene Acting: Creating a Role	3	Semester 3, Fall
THE 34	Scene Study Various Theatrical Styles	3	Semester 3, Fall
THE 35	Shakespeare with Emphasis in Verse	3	Semester 4, Spring
THE 36	Improvisation	3	Semester 3, Fall
THE 39	Acting for the Camera	3	Semester 4, Spring

 Total Program Units: ____18_ units

Master Planning
The proposed Acting Certificate fits within the mission of the RCC theatre dept, endeavoring to create, with and for its students, a learning environment that is inclusive and representative of its community. The Acting Certificate will encourage students to develop their artistic expression in preparation for their continuing education and future careers, prepare the students for auditions or porfolio submissions. Our hope is to challenge and channel students' talents into having an equitable, local, and global impact as artists, technicians, educators, audience members, and supporters of the arts. All curriculum for the proposed Acting Certificate is already written and this is to supplement a certificate program in acting.

Enrollment and Completer Projections
At this time, there are a projected 20 students

Place of Program in Curriculum/Similar Programs
All courses, within the certificate, already exist within the curriculum. There are no new classes needed to complete the Acting Certificate.

Similar Programs at Other Colleges in Service Area
Fullerton College
Glendale Community College
Santa Barbara City College
Cypress College
Los Angeles City College

Transfer Preparation Information
Some courses, within the curriculum, do transfer to a 4-year school, but the certificate WILL NOT transfer.

Program Outline

Title: Entrepreneurship

☒ **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: 0506.00   **CIP Code: 52.0701**

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.)

Rationale:
After MVC recently launched the Entrepreneurship certificates, we have found an increasing number of students taking Entrepreneurship courses. Continuing the Entrepreneurship courses would allow students to earn an Associate Degree of Science in Entrepreneurship.

The entrepreneurship program provides students broad, intellectual, practical skills that demonstrate the ability to apply knowledge and concepts related to identifying business opportunities, evaluating ideas, assessing the markets, and exploring risks and rewards. Additionally, students will develop a business model canvas and pitch their business idea. Through a series of courses that include hands-on and experiential learning, students develop knowledge and skills that serve as a springboard to start, run, and grow their own business.

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

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 April 2021

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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.

*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.
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Program Narrative

Item 1. Program Goals and Objectives

The goal of this program is to increase diversity in the field of Entrepreneurship while providing students a transfer pathway to a university, such as California State San Bernardino, in which students can further pursue their education and training in the field of Entrepreneurship.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:
- Student will be able to develop a comprehensive business plan outlining the viability and sustainability of their idea using appropriate resources and techniques.
- Student will be able to create a value proposition and test market assumptions for a business idea and offer a feasible solution.
- Student will be able to apply standard accounting practices in a business and able to recognize and evaluate finance opportunities
- Student will be able to apply standard accounting practices in a business and able to recognize and evaluate finance opportunities.
- Student will be able to create a Business Model Canvas showcasing its main components and be able to produce and deliver a compelling presentation.
- Student will be able to demonstrate the principles of the Gig Economy and recognize the different types of entrepreneurial categories.

Item 2. Catalog Description

Associate of Science Degree in Entrepreneurship prepares individuals to start and successfully operate their own businesses. The program focuses on the assessment of the market need, and the necessary skills for successful entry, operation and exit. It prepares individuals to develop an original business plan, a marketing plan and to evaluate their competitiveness in the market and includes the initial analysis of a business idea to determine feasibility and start-up requirements. The program prepares individuals to perform the duties of planning, overseeing and directing business operations and employees as well as collecting, and analyzing data/information to identify potential product or service demand. Potential occupations include small business or franchise owner, economic developer, small business development specialist, or independent artist, trades worker, consultant, professional and contract outsource labor.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:
- Student will be able to develop a comprehensive business plan outlining the viability and sustainability of their idea using appropriate resources and techniques.
- Student will be able to create a value proposition and test market assumptions for a business idea and offer a feasible solution.
- Student will be able to apply standard accounting practices in a business and able to recognize and evaluate finance opportunities
- Student will be able to apply standard accounting practices in a business and able to recognize and evaluate finance opportunities.
- Student will be able to create a Business Model Canvas showcasing its main components and be able to produce and deliver a compelling presentation.

*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.
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- Student will be able to demonstrate the principles of the Gig Economy and recognize the different types of entrepreneurial categories.

Required Courses: 24 units

Course	Title	Units	Sequencing
ENP 50	Introduction to Entrepreneurship	3	Semester 1, Fall & Spring
ENP 51	Entrepreneurship Basics	3	Semester 1, Fall & Spring
ENP 52	Starting a Business with Limited Resources	3	Semester 1, Fall & Spring or Summer
ENP 53	Money, Finance and Accounting for Entrepreneurs	3	Semester 1, Fall & Spring or Summer
ENP 54	Business Model Canvas and Presentations for Entrepreneurs	3	Semester 2, Spring
ENP 55	Entrepreneurial Simulation - Capstone	3	Semester 2, Spring
ENP 70	Building an Entrepreneurial Team	3	Semester 3, Fall
ENP 71	Solopreneurship	3	Semester 3, Fall

Total Program Units: 24 units

(This Program Pathway will allow a full-time student to complete this program in 18 months).

The **Associate of Science Degree in Entrepreneurship** 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	24	Maximum Required Units	24
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**	**63**

Item 3. Program Requirements

Required Courses: 24 units

Course	Title	Units	Sequencing
ENP 50	Introduction to Entrepreneurship	3	Semester 1, Fall & Spring
ENP 51	Entrepreneurship Basics	3	Semester 1, Fall & Spring
ENP 52	Starting a Business with Limited Resources	3	Semester 1, Fall & Spring or Summer
ENP 53	Money, Finance and Accounting for Entrepreneurs	3	Semester 1, Fall & Spring or Summer
ENP 54	Business Model Canvas and Presentations for Entrepreneurs	3	Semester 2, Spring

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 April 2021

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ENP 55	Entrepreneurial Simulation - Capstone	3	Semester 2, Spring
ENP 70	Building an Entrepreneurial Team	3	Semester 3, Fall
ENP 71	Solopreneurship	3	Semester 3, Fall

Total Program Units: <u>24</u> units

The **Associate of Science Degree in Entrepreneurship** 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

The associate degree program fits into the Moreno's College's mission in allowing students that are interested in becoming entrepreneurs to receive the educational knowledge which will help them move closer to becoming business owners. This program is also in line with the college's master planning in offering students a variety of associate degree within the Business discipline. This program aims to increase the diversity in the Inland Empire workforce by providing entrepreneurship resources in Career Technical Education. The entrepreneurship curriculum is designed to provide equitable access to education to our diverse student population to provide students, knowledge and skills that serve as a springboard to start, run, and grow their own business.

Item 5. Enrollment and Completer Projections

The Entrepreneurship program is expected to have 50 – 100 students by Spring 2025

Required Courses:

ENP 50	Introduction to Entrepreneurship	35-40 Students
ENP 51	Entrepreneurship Basics	35-40 Students
ENP 52	Starting a Business with Limited Resources	35-40 Students
ENP 53	Money, Finance, and Accounting for Entrepreneurs	35-40 Students
ENP 54	Business Model Canvas and Presentations for Entrepreneurs	35-40 Students
ENP 55	Entrepreneurial Simulation- Capstone	35-40 Students
ENP 70	Building an Entrepreneurial Team	35-40 Students
ENP 71	Solopreneurship	35-40 Students

Item 6. Place of Program in Curriculum/Similar Programs

Within the Riverside Community College district, Riverside City College offers similar Associate Degree. The above required and elective courses in this program are actively available at Moreno Valley College. Students only earn certificates at this time with the Entrepreneurship courses.

Item 7. Similar Programs at Other Colleges in Service Area

Riverside City College currently offers a similar associate degree program in Entrepreneurship. Cal State San Bernardino, San Bernardino Valley College, College of the Canyons, and Crafton Hills College offer the following courses:

- Small Business Management
- New Venture Opportunity Analysis
- New Venture Development
- New Venture Resource 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 April 2021

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- Small Business Management/Entrepreneurship
- Small Business Entrepreneur
- Business Entrepreneurship
- Principles of Entrepreneurship
- Entrepreneurship and Small Business Management
- Small Business/Entrepreneurship

Cal State San Bernardino offers a bachelor's degree in Entrepreneurship.

Item 8. Transfer Preparation Information (if applicable)

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

RCCD | RIVERSIDE COMMUNITY COLLEGE DISTRICT
MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Associate Degree for Transfer (ADT)

Program Outline

Title: The Associate in Arts in Music for Transfer Degree

Originator: Barry McNaughton   **Date** 5/9/2022
Department: SVPA (Music Discipline)

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: 1004.00   **CIP Code: 50.0901**

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.)

Addition of the following elective courses in the new Area A elective category:
- **MUS 6 – Theory III (formerly listed as a core requirement, now re-categorized an elective)**
- **MUS 32A – Class Piano**
- **MUS 101 – Music Technology**
- **MUS 22 – Survey of Music Literature**

Removal of the following courses:
- **MUS-31 College Choir**
- **MUS-71 College Chorus**

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

The state requirements for the ADT have changed to allow for a more diverse array of courses. MVC's ADT should be modified to reflect the new Area A elective category as shown above as well as the removal of courses which are no longer being offered at MVC.

MUS-31 and MUS-71 have not been offered at Moreno Valley College since Spring of 2015. MVC currently has two vocal ensembles, one dedicated to the study of concert and chamber music (Concert Choir-MUS-29 / Advanced Chamber Choir MUS-83) and one dedicated to the study and performance of Gospel Music (Gospel Singers – MUS-57 / Gospel Choir – MUS-58). MVC does not have the student interest or vocal faculty leadership at this time (or for the foreseeable future) to support a third choir therefore, College Choir MUS-31 and College Chorus MUS-71 should be excluded from the college catalog.

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.
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RCCD | RIVERSIDE COMMUNITY
COLLEGE DISTRICT
MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Associate Degree for Transfer (ADT)

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)*

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.
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Program Narrative

Item 1. Program Goals and Objectives
Must address a valid transfer preparation purpose.

The Associate in Arts in Music for Transfer Degree is designed to prepare the student for transfer to four-years institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Music at the California State University.

Goals:
1. To enhance transfer opportunities for community college students.
2. Upon entry as juniors, students will be able to demonstrate competence and discipline in the study of music theory, music analysis, music composition, and musicianship skills, and to demonstrate proficiency in ensemble skills and solo performance skills. Completion of this curriculum will demonstrate commitment to the serious study of Music in practice and in theory and provide comprehensive preparation for upper-division work.

Item 2. Catalog Description
Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal. The language list below is required at the end of the catalog description. Please replace the highlighted text with the language appropriate for this specific ADT. Course titles and unit values must be exact.

The Associate in Arts in Music for Transfer Degree is designed to prepare the student for transfer to four year institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Music at the California State University. This degree is designed to prepare students to demonstrate competence and discipline in the study of music theory, music analysis, music composition, and musicianship skills, and demonstrate proficiency in ensemble skills and solo performance skills. Completion of this curriculum will demonstrate commitment to the serious study of Music in practice and in theory and provide comprehensive preparation for upper division work.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:
• Demonstrate ensemble specific performance practices and professional standards of conduct expected of ensemble participants.
• Perform solo literature with an accompanist (if appropriate) using stylistically accurate rhythm, pitch, diction (or articulation) and musical expression.
• Demonstrate the ability to "audiate" a musical score by sight reading and performing complex rhythms and by sight singing chromatic, modulating, and post-tonal melodies.
• Demonstrate the ability to recognize patterns and musical function by aurally identifying and transcribing scales, modes, pos t-tonal melodies, and complex harmonic progressions.
• Analyze chromatic harmonic progressions that include modulation using 20th century techniques.
• Write, analyze, and compose music using 20th century techniques, such as tone rows, set theory, augmented sixth chords, pan diatonicism and polytonalism.
•

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

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Associate Degree for Transfer (ADT)

Demonstrate keyboard proficiency at the level required to perform theoretical concepts studied in music theory courses.

Required Courses: (20)units

Course	Title	Units
Music Theory: Total Units (12 units)		
MUS-3	Fundamentals of Music	4
MUS-4	Music Theory I	4
MUS-5	Music Theory II	4
Applied Music: 1 unit per semester for a total of 4 units		4
MUS-87	Applied Music Training	1
Ensemble: 1 unit per semester for a total of 4 units; choose from the following:		4
MUS-29	Concert Choir	1
MUS-83	Advanced Chamber Choir	1
MUS-70	Guitar Lab Ensemble	1
MUS-P70	Guitar Lab Ensemble II	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
Area A: Elective Courses (3-4 Units)		
MUS-6	Music Theory III	4
MUS 32A	Class Piano I	1
MUS 32B	Class Piano II	1
MUS 32C	Class Piano III	1
MUS 101	Introduction to Music Technology	3
MUS 22	Survey of Music Literature	3
MUS-19/19H	Music Appreciation/Honors Music Appreciation	3

A blanket substitution can be made with MUS 87 and MUS 38, 78, however, these are 2 unit courses and still need 4 semesters of classes even if you choose to take the 2 unit courses. Additionally, a substitution for ensemble credit can be made through taking MUS 36, however this is a 1.5 unit course and still requires 4 semesters of completion.

Note: If a student places out of any required course and is not awarded units for that course, the student will have to take additional units from List A to compensate for the course/units needed for the major.

ASSOCIATE IN ARTS FOR TRANSFER DEGREE
The Associate in Arts in Music 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).

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.
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Program Outline

Title: Management Certificate

Originator: Kinnari Bhavsar   **Date** 5/24/2022

Department: BIST

☐ **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: 0506.00   **CIP Code:** 52.0600

Type of Program:
☒ Certificate of Achievement only   ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only   ☐ Certificate of Achievement <u>and</u> 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:
(<u>Please be specific</u>! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)
Replacing MAG-44: Principles of Management for MAG-40: AMA Certified Professional in Management

Rationale:
(Please note: This information will be presented to the Board of Trustees.)
MAG-40: AMA Certified Professional in Management class will prepare students to sit in for the AMA Certification exam upon completion of the course. The AMA Certification is industry recognized and will better prepare students for management positions in the workforce.

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.

<u>**All Degrees and Certificates**</u>
☐ Evidence of district-wide discipline communication
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

<u>**Degrees and Certificates of 8 Units or More with Vocational TOPs Codes**</u>
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.*

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.
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RCCD | RIVERSIDE COMMUNITY COLLEGE DISTRICT

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Record –
Credit Degrees and Certificates

☐ 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

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.

- Apply sound management practices.
- Analyze and apply appropriate managerial practices in one or more areas of ethics, human resources, quality management, operations, motivation, etc.
- Application of the various management and leadership skills.

Item 2. Catalog Description

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

This program will prepare individuals seeking management positions to be better candidates for promotion, and those already in management positions to improve their management skills and effectiveness. Fulfills a portion of the Associate of Science Degree in Business with a Major Concentration in Management.

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: __15__ units

Course	Title	Units	Sequencing
BUS-10/10H	Introduction to Business	3	Semester 1, Fall
BUS-48	Global Management	3	Semester 1, Fall
BUS-22	Management Communications	3	Semester 1, Spring
MAG/BUS-47	Applied Business and Management Ethics	3	Semester 1, Spring
MAG-40	AMA Certified Professional in Management	3	Semester 3, Fall

Elective Courses: ____ units

Course	Title	Units	Sequencing

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

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Total Program Units: __15__ 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.
Aligns with college mission to offer career opportunity and training for students.

Item 5. Enrollment and Completer Projections
Projection of number of students to earn certificate/degree annually.
Management Certificates awarded in 2020-2021 (COVID) = 12
Projection based on 10% growth = 13

Item 6. Place of Program in Curriculum/Similar Programs
Must address how the certificate/degree fits in college's existing inventory.
Currently existing program.

Item 7. Similar Programs at Other Colleges in Service Area
Justification of need for certificate/degree in the region.
- San Bernardino Valley College - Business Administration Certificate
- College of the Canyons – Business Certificates in Accounting, E-Commerce/Business, Entrepreneurship & Small Business Management, Human Resources Management, Finance, Marketing, and Retail Management
- Crafton Hills College - Business Management Certificate of Achievement
- Barstow Community College: Certificate of Achievement in: Accounting, Entrepreneurship and Innovation, Management, and Management Information Systems
- Mt. San Jacinto College: Certificate of Achievement in: Accounting, Business Administration, Management/Supervision, Small Business/ Entrepreneurship and Real Estate
- Chaffey College: Certificate of Achievement in: Accounting, Arts Business Management, Facilities Management, General Business, Hospitality Management: Food Service, Hospitality Management: Hotel Management, International Business, Management, Marketing, Real Estate, Retail Management, Small Business Entrepreneur, and Supervision.
- College of the Desert: Certificates in: General Business, Small Business, and Retail Management
- Victor Valley College: Certificates in: Basic Business Real Estate, Management, Construction Management, and Restaurant Management.
- Palo Verde College: Certificate of Achievement in: Business Management

Item 8. Transfer Preparation Information (if applicable)
If transfer preparation is a component of the certificate/degree, please provide transfer preparation information.
N/A

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

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RCCD | RIVERSIDE COMMUNITY COLLEGE DISTRICT
MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Record –
Credit Degrees and Certificates

Program Outline

Title: General Business Certificate

Originator: Kinnari Bhavsar   **Date** 5/24/2022

Department: BIST

☐ **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: 050100   **CIP Code:** 52.0101

Type of Program:
☒ Certificate of Achievement only   ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only   ☐ Certificate of Achievement <u>and</u> 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:
(<u>Please be specific</u>! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)
Replacing MAG-51: Elements of Supervision for MAG-40: AMA Certified Professional in Management

Rationale:
(Please note: This information will be presented to the Board of Trustees.)
MAG-40: AMA Certified Professional in Management class will prepare students to sit in for the AMA Certification exam upon completion of the course. The AMA Certification is industry recognized and will better prepare students for management positions in the workforce.

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.

<u>All Degrees and Certificates</u>
☐ Evidence of district-wide discipline communication
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

<u>Degrees and Certificates of 8 Units or More with Vocational TOPs Codes</u>
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.*

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

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☐ 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
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.

- Explain the managerial applications of accounting reports and rations to the business enterprise.
- Analyze the law as it pertains to business organizations, and to determine the legal management of the various forms of laws.
- Analyze the business elements that compromise the logistics function.
- Develop and apply principles of moral judgement and ethical behavior to business situations.
- Anticipate and pose problems relative to understanding and supervising personnel.
- Identify and analyze human relations techniques appropriate to a managerial role.
- Explain and develop the marketing mix, including an analysis of the marketing mix variables – product, place, price, and promotion.

Item 2. Catalog Description
Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.
The program will prepare individuals to apply business principles and techniques in various career settings and to gain an understanding of business situations that affect their personal and working lives. Fulfills a portion of the Associate of Science degree in Business with a Major Concentration in General Business.

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: __15__ units

Course	Title	Units	Sequencing
BUS-10/10H	Introduction to Business	3	Semester 1, Fall
BUS-48	International Management	3	Semester 1, Fall
MAG/BUS-47	Applied Business and Management Ethics	3	Semester 2, Spring
MKT-20	Principles of Marketing	3	Semester 2, Spring

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.
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**Record –
Credit Degrees and Certificates**

| MAG-40 | AMA Certified Professional in Management | 3 | Semester 3, Fall |

Elective Courses: ____ units

Course	Title	Units	Sequencing

Total Program Units: __15__ 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.
Aligns with college mission to offer career opportunity and training for students.

Item 5. Enrollment and Completer Projections
Projection of number of students to earn certificate/degree annually.
General Business Certificates awarded in 2020-2021 (COVID) = 20
Projection based on 10% growth = 22

Item 6. Place of Program in Curriculum/Similar Programs
Must address how the certificate/degree fits in college's existing inventory.
Currently existing program.

Item 7. Similar Programs at Other Colleges in Service Area
Justification of need for certificate/degree in the region.
- San Bernardino Valley College - Business Administration Certificate
- College of the Canyons – Business Certificates in Accounting, E-Commerce/Business, Entrepreneurship & Small Business Management, Human Resources Management, Finance, Marketing, and Retail Management
- Crafton Hills College - Business Management Certificate of Achievement
- Barstow Community College: Certificate of Achievement in: Accounting, Entrepreneurship and Innovation, Management, and Management Information Systems
- Mt. San Jacinto College: Certificate of Achievement in: Accounting, Business Administration, Management/Supervision, Small Business/ Entrepreneurship and Real Estate
- Chaffey College: Certificate of Achievement in: Accounting, Arts Business Management, Facilities Management, General Business, Hospitality Management: Food Service, Hospitality Management: Hotel Management, International Business, Management, Marketing, Real Estate, Retail Management, Small Business Entrepreneur, and Supervision.
- College of the Desert: Certificates in: General Business, Small Business, and Retail Management
- Victor Valley College: Certificates in: Basic Business Real Estate, Management, Construction Management, and Restaurant Management.
- Palo Verde College: Certificate of Achievement in: Business Management

Item 8. Transfer Preparation Information (if applicable)

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

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.
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