

## District Curriculum Committee Meeting Agenda

**Tuesday, May 20, 2025**

**4:00-5:00pm**

**CAADO 209/Zoom**

Committee Members	Guests
<input type="checkbox"/> Brian Johnson (Chair, MAT, NOR)	<input type="checkbox"/> Lijuan Zhai (AVC ES&IE, RCCD)
<input type="checkbox"/> Eric Bishop (Co-Chair, Int. VC Ed. Services)	<input type="checkbox"/> Steven Schmidt (MUS, RCC)
<input type="checkbox"/> Kelly Douglass (ENG, RIV)	<input type="checkbox"/> Bryan Medina (Staff, RCCD)
<input type="checkbox"/> Nick Sinigaglia (PHI, MOV)	<input type="checkbox"/> Nicole Banerjee (AO, RCC)
	<input type="checkbox"/> Nick Franco (AO, NOR)
	<input type="checkbox"/> Deanna Murrell (AO, MVC)
	<input type="checkbox"/> Sabina Fernandez (Staff, MVC)
	<input type="checkbox"/> Casandra Greene (Staff, RCC)
	<input type="checkbox"/> Nicole Brown (Staff, NOR)
Additional Guests:	

### **Zoom Information**

<https://rccd-edu.zoom.us/j/86555446612?pwd=R0dDakVkSzNZQitZZEN0Zm1TTiYvQT09>

+1 669 900 6833 US

Meeting ID: 865 5544 6612

Passcode: 627472

### **Call to Order:**

### **Agenda and Minutes**

1. Approval of Agenda  
*The agenda will be reviewed, discussed, and considered for approval.*
2. Approval of Minutes – May 6, 2025  
*The minutes will be reviewed, discussed, and considered for approval.*

### **Reports from Colleges**

1. Moreno Valley
2. Norco
3. Riverside

### **Action Items**

1. Curriculum Proposals  
*Curriculum proposals will be reviewed, discussed, and considered for forwarding to the Board of Trustees.*

**Discussion Items and Public Comment**

1. Open Forum
2. Public Comment for all items on or not otherwise on the agenda.

**Adjournment:**

# District Curriculum Committee

Proposals for Review for Meeting: 05/20/2025

## Courses

### Course Inclusions

M N R Discussion

ENGL 8	<a href="#">Introduction to Mythology</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Rationale:</b>	English 8 is cross-listed with Humanities 8, a course which already exists in the MVC Catalog. Including English 8 will enhance enrollment, and make the course to interested English instructors. The Humanities discipline has adequate staffing to ensure regular offerings as necessary.				
<b>MOV:</b>	Approved, 5/13/2025	<b>NOR:</b>	Info Item, 5/13/2025		<b>RIV:</b> Info Item, 5/13/2025

### Course Major Modifications

M N R Discussion

ELC 73	<a href="#">Electric Motors and Transformers</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Rationale:</b>	Adding the new book.				
<b>MOV:</b>	Info Item, 5/13/2025	<b>NOR:</b>			<b>RIV:</b> Info Item, 5/13/2025

ELE 73	<a href="#">Electric Motors and Transformers</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Rationale:</b>	Updating textbooks and add objective(s).				
<b>MOV:</b>	Info Item, 5/13/2025	<b>NOR:</b>			<b>RIV:</b> Info Item, 5/13/2025

MAN 73	<a href="#">Electric Motors and Transformers</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Rationale:</b>	Updating textbooks and add objective(s).				
<b>MOV:</b>	Info Item, 5/13/2025	<b>NOR:</b>			<b>RIV:</b> Info Item, 5/13/2025

### Distance Education Modifications

M N R Discussion

H	HUM 9DE	American Voices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<u>Rationale:</u>				
	<u>MOV:</u> Info Item, 4/8/2025	<u>NOR:</u> Tabled, 4/8/2025	<u>RIV:</u> Approved, 4/8/2025		
Did not have quorum					

## Programs

### New Programs

M N R Discussion

#### Certificate

ACC	<a href="#">Income Tax Preparer</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Rationale:</b>	This tax preparer preparation program provides students with the knowledge to prepare individual, small business, and payroll tax returns and obtain entry-level positions as tax preparers or bookkeepers.				
<b>MOV:</b>	Info Item, 5/13/2025	<b>NOR:</b>	Info Item, 5/13/2025		<b>RIV:</b> Approved, 5/13/2025

### Program Modifications

M N R Discussion

#### ADT

MAT	<a href="#">Mathematics 2.0</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Rationale:</b>	There is an updated version of the TMC (Transfer Model Curriculum) template available, updating the ADT in Mathematics program to the most current version template.				
<b>MOV:</b>	Approved, 5/13/2025	<b>NOR:</b>	Info Item, 5/13/2025		<b>RIV:</b> Info Item, 5/13/2025

## Program Narrative

### New Program: Riverside City: Income Tax Preparer

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Award Type: Certificate of Achievement

#### Program Goals and Objectives

This certificate will enable students to complete the requirements to obtain their CTEC Registered Tax Preparer certification, the skills to complete their QuickBooks Certified User certification, enter the bookkeeping and tax professions, and enable them to perform bookkeeping functions and tax returns for the general public. In addition, hands-on experience in the form of supervised tax preparation through RCC's annual Volunteer Income Tax Assistance (VITA) program provides real-world experience with tax clients.

#### Catalog Description

This program is intended for individuals to complete the requirements to obtain their CTEC Registered Tax Preparer certification, the skills to complete their QuickBooks Certified User certification, enter the bookkeeping and tax professions, and enable them to perform bookkeeping functions and tax returns for the general public. In addition, hands-on experience in the form of supervised tax preparation through RCC's annual Volunteer Income Tax Assistance (VITA) program provides real-world experience with tax clients.

#### Program Learning Outcomes

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

1. Use technology to analyze business decisions and to enhance business communications.
2. Apply basic business and accounting calculations and analyses. Have an understanding of legal practices relating to business.
3. Apply accounting principles related to a variety of accounting specialties, such as payroll accounting, cost accounting, income tax accounting, and computerized accounting.
4. Develop and apply principles of moral judgment and ethical behavior to business situations.

#### Program Requirements

##### Required Courses

**Units:** 15.00

COURSE	TITLE	SEQUENCE	UNITS
ACC-1A	Principles of Accounting I	YR 1 - Fall	3.00
ACC-67	U.S. and California Income Tax Preparation	YR 1 - Fall	4.00

ACC-19	Volunteer Income Tax Assistance Training	YR 1 - Winter	1.00
ACC-19L	Volunteer Income Tax Assistance Tax Preparation	YR 1 - Spring	1.00
ACC-65	QuickBooks Accounting	YR 1 - Spring	3.00
ACC-62	Payroll Accounting	YR 1 - Spring	3.00

**Total: 15.00**

#### Master Planning

This program is intended for individuals to complete the requirements to obtain their CTEC Registered Tax Preparer certification, QuickBooks Certified User certification, enter the bookkeeping and tax professions, and enable them to perform bookkeeping functions and tax returns for the general public. In addition, hands-on experience in the form of supervised tax preparation through RCC's annual Volunteer Income Tax Assistance (VITA) program provides real-world experience with tax clients.

#### Enrollment and Completer Projections

We expect 10 students to complete this certificate annually, anticipating a 2% growth annually.

#### Place of Program in Curriculum/Similar Programs

The program utilizes tax and accounting courses that we currently teach in the Business Administration/Accounting Concentration.

#### Similar Programs at Other Colleges in Service Area

Chaffey College, Payroll and Income Tax Preparer Certificate of Achievement

San Bernardino Valley College, Entrepreneurship Tax Certificate of Achievement

#### Transfer Preparation Information (if applicable)

N/A

## Program Narrative

### Program Modification: Moreno Valley: Mathematics 2.0

Award Type: Associate in Science for Transfer (ADT)

#### Program Goals and Objectives

The Associate in Science Degree in Mathematics for Transfer is designed to prepare the student for transfer to institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate Degree in Mathematics at a California State University (but does not guarantee acceptance to a particular campus or major). It will also provide the student with a sufficient academic basis from which to pursue a career in mathematics, statistics, actuarial sciences, and education.

#### Catalog Description

The Associate in Science Degree in Mathematics for Transfer is designed to prepare the student for transfer to institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate Degree in Mathematics at a California State University (but does not guarantee acceptance to a particular campus or major). It will also provide the student with a sufficient academic basis from which to pursue a career in mathematics, statistics, actuarial sciences, and education.

#### Program Learning Outcomes

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

1. Reason mathematically both abstractly and computationally.
2. Create and analyze mathematical models.

#### Program Requirements

##### Required Courses

**Units: 19.00**

COURSE	TITLE	UNITS
<i>Select one of the following:</i>		4.00
MAT-1A	Calculus I	4.00
MAT-1AH	Honors Calculus I	4.00
MAT-1B	Calculus II	4.00
MAT-1C	Calculus III	4.00
MAT-2	Differential Equations	4.00
MAT-3	Linear Algebra	3.00

##### Electives - List A

**Units: 4.00**

COURSE	TITLE	UNITS
<i>Select one of the following:</i>		4.00
CIS-5	Programming Concepts and Methodology I:C+	4.00
	+	
PHY-4A	Mechanics	4.00

**Total: 23.00**

#### Associate in Science for Transfer

The Associate of Science in Mathematics 2.0 for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the California General Education Transfer Curriculum (Cal-GETC) 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).