

District Technical Review Committee Meeting Agenda

Tuesday, March 2, 2021 **2:30-4:00pm** **Hosted Via Zoom**

Committee Members	Guests
<input type="checkbox"/> Steven Schmidt (Chair, MUS)	<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"/> Bryan Nicol (Staff, RCCD)
<input type="checkbox"/> Kelly Douglass (ENG, RCC)	<input type="checkbox"/> Ellen Brown-Drinkwater (AO, RCC)
<input type="checkbox"/> Brian Johnson (MAT, NOR)	<input type="checkbox"/> Nick Franco (AO, NOR)
<input type="checkbox"/> Ann Pfeifle (HIS, MVC)	<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/94092871087>

+1 669 900 6833 (US Toll)

Meeting ID: 940 9287 1087

Agenda and Minutes

1. Approval of Agenda
2. Approval of Minutes – December 1, 2020

Action Items

1. Curriculum Proposals

Discussion Items

1. Curriculum Handbook Update – Steven Schmidt
2. Out of Class Hours for Select Lab Classes – Kelly Douglass
3. Emergency Only DE Status for Fall 21 – Kelly Douglass
4. Programs Impacted by Course Unit Value Change – Casandra Greene
5. Meta Follow Up – Bryan Nicol
 - a. Workflow when not a RIV/MOV/NOR Course
 - b. Workflow Level Combining

Notice is Hereby Given That Pursuant to Executive Order N-29-20 the Riverside Community College District Technical Review Committee will meet on March 2, 2021 via Zoom Conferencing.

Consistent with Executive Order N-29-20 and Government Code sections 54953.2, 54954.1, 54954.2, and 54957.5, the Riverside Community College District Technical Review 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 Technical Review Committee will be given the opportunity via Zoom or may submit commentary to techreview@rccd.edu.

Technical Review - Curriculum Proposals

Proposals for 03/02/2021

Courses

Course Inclusions

		M	N	R	Notes
H APP 450	Apprenticeship Work Experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	MOV may need to do a discipline inclusion. Additionally, on the minutes for the approval it states this is 'for all disciplines' but the proposal itself says it is for the already approved apprenticeship programs. Is this for programs that Moreno Valley already has? Does this come under the work experience umbrella? Ann will investigate.				
MAT 12H	Honors Statistics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Course Major Modifications

		M	N	R	Notes
H CMI 61	Introduction to Spanish English Translation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	For the CMI courses, minutes are from 2014 or are the DE approval minutes. The entrance skills are not linked to courses. There is an advisory, and in this circumstance the committee agreed it would be fine to proceed without a class advisory. If there is a perception that we are favoring or predisposing "native speakers," it could be problematic. The word "native" in the advisory may need to be changed. Ann will work with faculty.				
H CMI 71	Bilingual Interpretation for the Medical Professions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H CMI 81	Introduction to Court Interpreting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H CMI 91	Introduction to Translation and Interpretation for Business	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FTV 45A	Beginning Television News Production	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	Objectives are the same as SLOs.				

Course Minor Modifications

		M	N	R	Notes
H FIT CFO3A	Human Resources Management Chief Fire Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Holding for course relaunch as major mods.				
H FIT CFO3B	Budget and Fiscal Responsibilities Chief Fire Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CFO3C	General Administration Functions Chief Fire Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CFO3D	Emergency Service Delivery Responsibilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CO2A	Human Resource Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CO2B	General Administrative Functions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CO2C	Fire Inspections and Investigations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CO2D	All Risk Command Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H FIT CO2E	Wildland Incident Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Courses

Course Minor Modifications

		M	N	R	Notes	
H	FIT S21	Public Safety Honor Guard Academy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H	FIT S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H	FIT S3B	Firefighter I Academy Skills Review and Certification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

New Courses

		M	N	R	Notes	
H	FTV 16	Chicanas/os in Film and Media	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No minutes and formatting issues. The rationale states it's to be crosslisted with ETS, but this is no longer the case. Kelly will follow up with faculty on how to proceed forward with this course.
	MAG 40	The American Management Association Certified Professional in Management	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H	MAT 805	Corequisite Support for MAT-5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	For the MAT support courses below, entrance skill links may need to be adjusted. No minutes attached. The credit version of these courses are not coded as Basic Skills, which creates an issue for non-credit eligibility. The intent was to mirror the support courses. For ENG, ENG-91 was purposefully written as not a Basic Skills course, but ENG wrote a non-credit version that pulls some curriculum from ENG-91 and ENG-50, which was basic skills, in order to make it eligible for non-credit approval.
H	MAT 812	Corequisite Support for Math 12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H	MAT 825	Corequisite Support for MAT-25	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H	MAT 836	Corequisite Support for MAT-36	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Disciplines

New Disciplines

		M	N	R	Notes	
	APP	Apprenticeship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Programs

New Programs

		M	N	R	Notes	
	CIS	Remote Work Productivity Essentials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Technical Review Committee

Proposals for Review for Meeting: 03/02/2021

Courses

Course Inclusions

		M	N	R	Discussion	Action
H	APP 450 Rationale:					
	Apprenticeship Work Experience Course adoption is needed to support MVC registered and approved apprenticeship programs, IT Support and Cybersecurity Specialist.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MOV may need to do a discipline inclusion. Additionally, on the minutes for the approval it states this is 'for all disciplines' but the proposal itself says it is for the already approved apprenticeship programs. Is this for programs that Moreno Valley already has? Does this come under the work experience umbrella? Ann will investigate.	
	MAT 12H Rationale:					
	Honors Statistics The MVC Math department wants honors students to get the opportunity to challenge themselves with Honors Statistics and take advantage of the many program benefits, such as: transfer agreements including priority admission; honors-to-honors admission; and access to special scholarships available only to honors transfer students –especially those intended for programs requiring Statistics or Mathematics. Students will be more prepared for their upper division undergraduate work and make their application more competitive when they are ready to transfer. By once again offering Honors Statistics at MVC, students who complete the course will have a better chance of getting into and succeeding in their preferred programs of study when they transfer.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Courses

Course Major Modifications

		M	N	R	Discussion	Action	
H	CMI 61 Rationale: Update COR, add objectives, update texts.	Introduction to Spanish English Translation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For the CMI courses, minutes are from 2014 or are the DE approval minutes. The entrance skills are not linked to courses. There is an advisory, and in this circumstance the committee agreed it would be fine to proceed without a class advisory. If there is a perception that we are favoring or predisposing "native speakers," it could be problematic. The word "native" in the advisory may need to be changed. Ann will work with faculty.	
H	CMI 71 Rationale: Updating of COR to include objectives and recent textbooks.	Bilingual Interpretation for the Medical Professions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	CMI 81 Rationale: Updating of COR to include objectives and recent textbooks.	Introduction to Court Interpreting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	CMI 91 Rationale: Update COR to include objectives and recent textbooks.	Introduction to Translation and Interpretation for Business	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	FTV 45A Rationale: Revision	Beginning Television News Production	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Objectives are the same as SLOs.	

Course Minor Modifications

		M	N	R	Discussion	Action	
H	FIT CFO3A Rationale: This program and courses will replace the current Chief Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	Human Resources Management Chief Fire Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Holding for course relaunch as major mods.	
H	FIT CFO3B Rationale: This program and these courses will replace the current Chief Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	Budget and Fiscal Responsibilities Chief Fire Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Courses

Course Minor Modifications

M N R Discussion

Action

H	FIT CFO3C Rationale:	General Administration Functions Chief Fire Officer This program and these courses will replace the current Chief Fire Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H	FIT CFO3D Rationale:	Emergency Service Delivery Responsibilities This program and these courses will replace the current Chief Fire Officer certification course we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H	FIT CO2A Rationale:	Human Resource Management This course is one of six courses in the new California State Fire Marshals Company Officer certification program that starts in December 2016. This program and courses will replace the current Fire Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H	FIT CO2B Rationale:	General Administrative Functions This course is one of six courses in the new California State Fire Marshals Company Officer certification program that starts in December 2016. This program and courses will replace the current Fire Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
H	FIT CO2C Rationale:	Fire Inspections and Investigations This course us one of six courses in the new California Sate Fire Marshals Company Officer certification program that starts in December 2016. This program and courses will replace the current Fire Officer certification courses we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
H	FIT CO2D Rationale: All Risk Command Operations This course us one of six courses in the new California State Fire Marshals Company Officer certification program that starts in December 2016. This program courses will replace the current Fire Officer certification course we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	FIT CO2E Rationale: Wildland Incident Operations This course us one of six courses in the new California State Fire Marshals Company Officer certification program that starts in December 2016. This program courses will replace the current Fire Officer certification course we are now offering. These courses will allow us to continue to meet the career development needs of our Fire Technology students. Also to meet Title V requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	FIT S21 Rationale: Public Safety Honor Guard Academy Update to add sample assignments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	FIT S3A Rationale: Introduction to Fire Academy and Physical Conditioning for Fire Academy Students Update and align student learning outcomes and course content	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	FIT S3B Rationale: Firefighter I Academy Skills Review and Certification Mandated for certified Firefighter I with the Office of State Fire Marshal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

New Courses

		M	N	R	Discussion	Action
H	FTV 16 Rationale: Chicanas/os in Film and Media New course needed to cover this area in FTV and ethnic studies.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No minutes and formatting issues. The rationale states it's to be crosslisted with ETS, but this is no longer the case. Kelly will follow up with faculty on how to proceed forward with this course.	
	MAG 40 Rationale: The American Management Association Certified Professional in Management Creating a new course that is affiliated with the American Management Association.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Courses

New Courses

		M	N	R	Discussion	Action
H	MAT 805 Rationale: Corequisite Support for MAT-5 This is the noncredit (mirrored) version of MAT-105.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	For the MAT support courses below, entrance skill links may need to be adjusted. No minutes attached. The credit version of these courses are not coded as Basic Skills, which creates an issue for non-credit eligibility. The intent was to mirror the support courses. For ENG, ENG-91 was purposefully written as not a Basic Skills course, but ENG wrote a non-credit version that pulls some curriculum from ENG-91 and ENG-50, which was basic skills, in order to make it eligible for non-credit approval.	
H	MAT 812 Rationale: Corequisite Support for Math 12 MAT-812 is a noncredit course that mirrors MAT-112. MAT-812 allows students to take this support course indefinitely and without cost.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
H	MAT 825 Rationale: Corequisite Support for MAT-25 This is a noncredit version of MAT-125. MAT-825 is a noncredit mirror of MAT-125.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
H	MAT 836 Rationale: Corequisite Support for MAT-36 This course is the noncredit version of MAT-136. It is designed to strengthen students' skills in the algebra necessary for success in learning the concepts and skills of Trigonometry. It is to be offered concurrently with MAT-36, Trigonometry.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Disciplines

New Disciplines

		M	N	R	Discussion	Action
APP	Apprenticeship Rationale: Adoption of APP discipline and APP-450 are necessary to support the approved IT Support and Cybersecurity Special apprenticeship programs, in which students will obtain job-training experience with local employers and course work.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

CIS **Remote Work Productivity Essentials**

Rationale: This certificate is designed to prepare students for the CIS program.

Documents: [Narrative](#)

Program Outline of Record – Non-Credit Certificates

Program Outline

Title: Remote Work Productivity Essentials

College: Moreno Valley College Norco College Riverside City College

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

TOPs Code: 070100 **CIP Code:** 110101

Certificate is being proposed as:

Certificate of Completion (CDCP Eligible)

Please specify non-credit category:

Short-Term Vocational Workforce Preparation

Certificate of Competency (CDCP Eligible)

Please specify non-credit category:

English as a Second Language Elementary and Secondary Basic Skills

Local Non-Credit Certificate (Not CDCP Eligible; Not Submitted to State Chancellor's Office)

Please specify non-credit category:

Citizenship for Immigrants Health and Safety
 Parenting Courses for Persons with Substantial Disabilities
 Home Economics Courses for Older Adults

This is a: New non-credit certificate Modification to an existing non-credit certificate

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

Rationale:

This certificate is designed to prepare students for the CIS program.

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 programs must include the following:

- Discipline and Department minutes showing approval
- Narrative *(See following page)*
- Labor Market Information and Analysis *(For certificates in the Short-Term Vocational category only)*

