RCCD | RIVERSIDE COMMUNITY COLLEGE DISTRICT

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

District Technical Review Committee
Meeting Minutes

Tuesday, November 16, 2021	2:30-4:00pm	CAADO 209/Zoom

Committee Members	Guests
☒ Steven Schmidt (Chair, MUS)	☒ Lijuan Zhai (AVC Ed Services and Institutional Effectiveness, RCCD)
☒ Jeannie Kim (Co-Chair, VC Ed. Services)	☒ Bryan Nicol (Staff, RCCD)
☒ Kelly Douglass (ENG, RCC)	☒ Ellen Brown-Drinkwater (AO, RCC)
☒ Brian Johnson (MAT, NOR)	☒ Nick Franco (AO, NOR)
☒ Ann Pfeifle (HIS, MVC)	☒ Jeanne Howard (AO, MVC)
	☒ Sabina Fernandez (Staff, MVC)
	☒ Casandra Greene (Staff, RCC)
	☒ Nicole Brown (Staff, NOR)
Additional Guests: Jennifer Floerke, Kasey Nguyen, Patty Worsham	

Zoom Information
https://cccconfer.zoom.us/j/98916384014
+1 669 900 6833 (US Toll)
Meeting ID: 989 1638 4014

Agenda and Minutes

1. Approval of Agenda
    a. 1st K. Douglass; 2nd A. Pfeifle
    b. Course Major Modification MAG 62 moved from DCC to Tech Review
    c. Discussion Item – Meta Updates – Bryan Nicol
    d. Approved, Unanimous
2. Approval of Minutes – November 2, 2021
    a. 1st A. Pfeifle; 2nd B. Johnson
    b. Approved, Unanimous

Action Items

1. Curriculum Proposals
2. AB 361 Approval
    a. 1st B. Johnson; 2nd A. Pfeifle
    b. Kelly Douglass – Moving forward will the waiving of the Brown Act requirements for teleconferencing be a locally determined decision? Starting in January 2022, who is locally deciding if it is safe enough and whether or not we are under a particular order? Is this being decided committee by committee? Will the Academic Senate have rules?

c. Ann Pfeifle – For years, the committees had teleconferenced when there were satellite offices and there was never an issue.
d. Jeannie Kim – AB361 authorizes a local agency to not adhere to the teleconference guidelines when the body holds a meeting during a state of emergency. This has to be determined by local officials. Will investigate the answer.
e. Brian Johnson – If the district is not using the emergency distance education approvals in the spring, then to be consistent with that we should be back to in person meetings.
f. Approved, Unanimous

Discussion Items

1. ILA Interdisciplinary Set Up – Kelly Douglass
   a. Social Justice Studies (SJS) is a discipline that was approved with Interdisciplinary Studies as the minimum qualification. We have existing courses in interdisciplinary studies in both the ILA and MIL disciplines. The minimum qualifications handbook indicates there is a also a basic skills Interdisciplinary Studies, which may apply to ILA-800, but for the other courses that are not basic skills is the assumption that anyone can teach any ILA course? This may not be true. Some disciplines may want to use ILA-5, but their disciplines have not been cross-disciplined into it.
   b. The primary concern is if the interdisciplinary studies is being used appropriately across the disciplines.
   c. Jennifer Floerke – Perhaps related to this is that Silvester Julienne from HR is receiving a variety of requests for FSAs for disciplines that do not yet exist within the district. This raises the question of equivalencies and what the process is for smaller disciplines that may consist of only one or two faculty. HR will also need guidance.
   d. Ann Pfeifle – This may also be an issue particularly with smaller disciplines being able to decide strictly who gets the teach the course. SJS is interdisciplinary, and there are very few people who have degrees is Social Justice Studies. Faculty typically have degrees in Sociology.
   e. Kelly Douglass – Which raises the question, would someone with an SJS degree be able to teach SJS here?
   f. Jennifer Floerke – Interdisciplinary Studies is provided to allow for cases where it is locally determined that qualifications to teach a course exceed a single discipline. It can include any disciplines found in the master list.
   g. Brian Johnson – Placing courses in disciplines is a 10+1 matter, so it would be under faculty purview.
   h. Kelly Douglass – This may need to be discussed at Academic Standards.
   i. The committee agreed to convene Academic Standards after the December 7th DCC meeting, and to ask at the November 30th College meeting for volunteers to serve as representatives. At the December Academic Standards meeting, the committee will also create a schedule to meet regularly in the spring.

2. Meta Updates – Bryan Nicol
   a. Meta has a new feature that will allow proposals to be created and launched when the current version has a status of Approved, when normally the system requires a proposal to have a status of Active. This will require that the search screen when launching a new proposal be updated.
   b. Meta has also nearly finished configuring the Honors Council step. The Honors Council approval will only be required on new courses, and will require a representative from each college to review the proposal. The step in the workflow will take place after the discipline/department level and before Tech Review.
   c. The committee agreed to move forward with both changes.

Program Documentation

1. New Programs
   a. School-Age

Notice is Hereby Given That Pursuant to AB 361 the Riverside Community College District Technical Review Committee will meet on November 16, 2021 via Zoom Conferencing.

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 Notes
Proposals and Notes for 11/16/2021

Courses

Course Deletions

		M N R	Action	Douglass	Johnson	Pfeifle
CAT 3	**Computer Applications for Business**	☑☑☑	**Hold**	Y	Y	Y
Holding to address associated programs in the spring.						
CIS 3	**Computer Applications for Business**	☑☑☑	**Hold**	Y	Y	Y
Holding to address associated programs in the spring.						
KIN A64	**Soccer**	☑☑☑	**Hold**	Y	Y	Y
Holding for KIN ADT.						

Course Major Modifications

		M N R	Action	Douglass	Johnson	Pfeifle
BUS 30	**Inter-disciplinary - Entrepreneurship Overview**	☑☑☑	**Hold**	Y	Y	Y
Title change, course is in MOV program.						
ETS 2	**Introduction to Chicanx and Latinx Studies**	☑☑☑	**Hold**	Y	Y	Y
Held to await crosslisted HIS 31 (now HIS 61).						
HMS 50	**Introduction to African American Families and Populations**	☑☐☐	**Hold**	Y	Y	Y
Held for crosslisted ETS partner.						
HMS 51	**Introduction to Latina and Latino American Families and Populations**	☑☐☐	**Hold**	Y	Y	Y
Held for crosslisted ETS partner.						
HMS 52	**Introduction to Asian American Families and Populations**	☑☐☐	**Hold**	Y	Y	Y
Held for crosslisted ETS partner.						
HMS 53	**Introduction to Native American Families and Populations**	☑☐☐	**Hold**	Y	Y	Y
Held for crosslisted ETS partner.						
ILA 1	**Introduction to Tutor Training**	☑☑☐	**Approved**	Y	Y	Y
Discipline minutes appear to be missing. Ann will verify.						
MAG 62	**Restaurant and Hotel Management**	☐☐☑	**Approved**	Y	Y	Y
MAT 26	**Math for Elementary School Teachers**	☑☐☑	**Hold**	Y	Y	Y
Course is found in an ADT and AS at RCC. Short title does not match long title.						
PHO 67	**Business Practices for Photographers**	☑☐☑	**Hold**	Y	Y	Y
Held for BUS 67.						
RLE 81	**Real Estate Practices**	☑☑☑	**Hold**	Y	Y	Y
Various revisions to content needed.						

Courses

Course Major Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
RLE 82	Legal Aspects of Real Estate	☑	☑	☑	Hold	Y	Y	Y
RLE 83	Real Estate Finance	☑	☑	☑	Hold	Y	Y	Y
RLE 84	Real Estate Appraisal	☑	☐	☑	Hold	Y	Y	Y
RLE 85	Real Estate Economics	☑	☑	☑	Hold	Y	Y	Y
RLE 86	Escrow Procedures I	☑	☐	☑	Hold	Y	Y	Y

Course Minor Modifications

		M	N	R	Action	Douglass	Johnson	Pfeifle
ADJ 12	Introduction to Criminalistics	☑	☑	☑	Hold	Y	Y	Y
No objectives. Should be relaunched as major mod.								
ADJ 9	Law In American Society	☐	☑	☑	Hold	Y	Y	Y
Holding for ADJ 9H.								
CAT 814	Business Skills: Professional Communication Basics	☑	☐	☑	Hold	Y	Y	Y
Holding for BUS crosslisting.								
CAT 817	Business Skills: Professional Self-Management	☑	☐	☑	Hold	Y	Y	Y
Holding for BUS crosslisting.								
PDS 808	Critical Thinking, Problem Solving and Decision Making	☑	☑	☑	Hold	Y	Y	Y
Holding for CAT crosslisting.								
PDS 810	Time Management	☑	☑	☑	Hold	Y	Y	Y
Holding for CAT crosslisting.								
PDS 811	High Impact Presentations and Proposals for the Work Place	☑	☑	☑	Hold	Y	Y	Y
Holding for CAT crosslisting.								
PDS 812	Workplace Communication Strategies	☑	☑	☑	Hold	Y	Y	Y
Holding for CAT crosslisting.								

Distance Education

		M	N	R	Action	Douglass	Johnson	Pfeifle
ART 36ADE	Computer Art-Introduction	☑	☑	☑	Approved	Y	Y	Y
ART 36BDE	Computer Art-Intermediate	☑	☑	☑	Approved	Y	Y	Y
EAR 19DE	Observation and Assessment in Early Childhood Education	☑	☑	☑	Approved	Y	Y	Y
EAR 41DE	Practicum in Early Intervention/Special Education	☑	☑	☑	Approved	Y	Y	Y

Courses

Distance Education

		M N R	Action	Douglass	Johnson	Pfeifle
HIS 18DE	Modern European History	☐ ☐ ☑	**Approved**	Y	Y	Y
HIS 38DE	LGBTQ+ History in the United States	☑ ☐ ☑	**Approved**	Y	Y	Y

New Courses

		M N R	Action	Douglass	Johnson	Pfeifle
CIS 848A	Cloud Computing Fundamentals	☑ ☐ ☐	**Approved**	Y	Y	Y
Course is not intended to be mirrored with 48A. Course will need to be renumbered.						
SOC 47	Special Topics in Sociology	☑ ☑ ☑	**Approved**	Y	Y	Y
SOC 8	Introduction to Social Justice Studies	☑ ☐ ☑	**Return to Draft**	Y	Y	Y
Returning to draft for further discussion by faculty.						

Programs

New Programs

		M N R	Action	Douglass	Johnson	Pfeifle
Certificate						
EAR	School-Age	☑ ☐ ☐	**Hold**	Y	Y	Y
Held for new courses not yet at Tech Review.						

Program Modifications

		M N R	Action	Douglass	Johnson	Pfeifle
Certificate						
HMS	Careers in Social Work	☑ ☐ ☐	**Hold**	Y	Y	Y
HMS	Social Work Administration Studies	☑ ☐ ☐	**Hold**	Y	Y	Y