

## District Technical Review Committee Meeting Agenda

**Tuesday, April 18, 2023**

**2:30-4:00pm**

**CAADO 209/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"/> Susan Mills (Co-Chair, VC Ed. Services)	<input type="checkbox"/> Bryan Medina (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://rccd-edu.zoom.us/j/86555446612?pwd=R0dDakVkSzNZQitZZEN0Zm1TTIYvQT09>

+1 669 900 6833 US

Meeting ID: 865 5544 6612

Passcode: 627472

### **Agenda and Minutes**

1. Approval of Agenda
2. Approval of Minutes – April 4, 2023

### **Action Items**

1. Curriculum Proposals

### **Discussion Items**

1. Draft Proposal for SJS/MIL Corrections – Kelly Douglass
2. CIS/BUS Program Transcribing – Kelly Douglass

## Draft Proposal for Interdisciplinary Set-up Corrections for Social Justice Studies (SJS) and Military Science (MIL)

### **Social Justice Studies (SJS)**

#### **The Issue:**

There is no “Social Justice Studies” discipline\* in the [CCCCO minimum quals handbook](#), so it was correctly created at RCCD with a renaming of the “Interdisciplinary Studies” discipline which have the two following options as defined minimum qualifications on page 41:

Minimum Qualifications: Master’s in the interdisciplinary area

OR

Master’s in one of the disciplines included in the interdisciplinary area and upper division or graduate course work in at least one other constituent discipline

(NOTE: The Interdisciplinary Studies discipline is provided to allow for those cases where it is locally determined that a course must be taught by someone with qualifications that exceed a single discipline. The constituent disciplines can include any disciplines found in the Master’s List.)

\*Note that we have Associate Degrees for Transfer in Social Justice Studies at both Norco and Riverside City Colleges, though we only have the discipline with FSA approved faculty in the discipline at Norco. This is possible because of the interdisciplinary nature of the SJS field – the ADT at RCC is made up of a variety of constituent fields following the Transfer Model Curriculum, and the student gains the CSU/RCCD approved degree through the interdisciplinary combination of those fields. The same is true at Norco with the added benefit of one of the core course options being a discipline-specific course, Intro to Social Justice Studies, that follows the course identification descriptor and has the faculty to support it.

#### **Curriculum Committee and Subject Matter Expert authority:**

The issue we are resolving is not about the ADTs; it is about defining the specific disciplines that make up this discipline. This admittedly is an area that reaches into areas not the purview of curriculum, namely Human Resources, but ASCCC has commented on this noting that it is the purview of curriculum committees to define the constituent disciplines ([see FAQ #3 in this paper](#)) as curriculum committees have representatives from all of the various disciplines that may have input in this area. We also have included the current FSA approved SJS faculty member that the District Curriculum Committees have been notified of for further subject matter expertise and input given that all curriculum related proposals should include available and existing subject matter experts.

The curriculum committee is only intending to complete the set-up of the defined discipline for the purpose of discipline inclusion in courses and curriculum action; the constituent fields included, once reviewed by Senate and approved in curriculum, will need to be communicated

to human resources for implementation. *It should be recorded wherever possible that Social Justice Studies is interdisciplinary because by its very nature it is not limited to a specific discipline but rather is a critical lens that the practitioner brings into discipline spaces*; for this reason and given the history of critical tools from which it draws, some disciplines have clearer inclusion as constituent disciplines than others, but the recommended list is not exclusive and the SJS faculty recommend that beyond this list of disciplines, when individual faculty apply to human resources for the FSA, that there is an ability to petition showing evidence of this theoretical framework applied to whatever the subject matter area of expertise is (and that those final determinations be communicated to DCC and Instructional Support Coordinators for inclusion in Curricunet for discipline review of curriculum).

### **Three Concerns / Three Recommendations:**

#### **1. Should Faculty be approved for the service area in the discipline as a whole or course-by-course?**

Normally FSA is for a whole discipline, not a single course, but the interdisciplinary nature of the field allows for equivalency to be given for individual courses when the MQ is following the interdisciplinary field. (Both the Minimum Qualifications handbook and ASCCC paper linked above refer to equivalency for a course and inquiry on one of the statewide curriculum support group lists netted an example from Oxnard College where MQ is determined on a course-by-course basis, where faculty make the initial decision, the curriculum committees verify that it is accurate and appropriate, and HR uses those during hiring (and presumably equivalency)).

**RECOMMENDATION: Determine FSA for SJS on a course-by-course basis for anyone who doesn't specifically have an MA in Social Justice Studies.**

#### **2. How to define the constituent disciplines of the interdisciplinary field of Social Justice Studies?**

After initially considering the naming of constituent disciplines from all disciplines in the TMC and/or our ADTs, the tech review committee and SJS faculty realized that this was too expansive as this TMC includes whole GE Areas for possible inclusion in the ADT based on the nature of the course content, so this could potentially be far too many disciplines to automatically include. Given recommendation one above, the more manageable and more precise option is to work backwards, defining constituent disciplines for each course as they are written (there is currently only one course, SJS-110, at Norco college); if FSA for curriculum and teaching assignment is course-by-course, there is no need to the define constituent disciplines beyond individual courses.

**RECOMMENDATION: Determine constituent disciplines on a course-by-course basis.**

**Recommended constituent disciplines for SJS-110 from SJS faculty:**

**Art**

**Chicano Studies\***

**English**

**Ethnic Studies (or American Studies/Ethnicity, Latino Studies, La Raza Studies, Central American Studies, Latin American Studies, Cross Cultural**

Studies, Race and Ethnic Relations, Asian-American Studies, or African-American Studies)

History

Humanities

Law\*

Political Science

Social Justice Studies

Women's Studies\* (or the equivalent such as Feminist Studies / Queer Studies / Gender Studies / Sexuality Studies) **[do these fit under "or the equivalent" if listed this way see page 50]**

*Note that Social Justice Studies is interdisciplinary by its very nature and is not limited to a specific discipline but rather is a critical lens that the practitioner brings into discipline spaces, so if there is a faculty member with an MA in one of the above areas and upper division or graduate level course work in another area that indicates a clear social justice studies critical lens, they are encouraged to apply for equivalency review.*

\*These are not disciplines that RCCD has included, but they are listed in the minimum quals and faculty transcripts can show upper division and graduate work in them, so they still should be included as constituent areas.

**3. How is "upper division or graduate course work" for the second discipline to be defined?**

The language suggests single course work, though SJS faculty have noted that courses focusing on studying a discipline through a Social Justice Studies lens or courses that specifically focus on those critical tools and history would be the most relevant and perhaps more so than a specific second discipline.

**RECOMMENDATION: Accept MQ definition of course work in an upper division or graduate course in one of the named disciplines, but with the caveat that Social Justice Studies is interdisciplinary by its very nature and is not limited to a specific discipline but rather is a critical lens that the practitioner brings into discipline spaces, so if there is a faculty member with an MA in one of the above areas and upper division or graduate level course work in another area that indicates a clear social justice studies critical lens, they are encouraged to apply for equivalency review for the specific course even if the second discipline is not listed.**

This proposal from SJS faculty and DCC Chair will begin at the Curriculum Tech Review Committee and then go to the District Academic Senates who will share it with their local college Senates, then back through the regular curriculum process at TR again if there are any major edits or direct to college committees, district curriculum, and finally to Human Resources and Ed Services for implementation in curricunet and with HR.

## **Military Science (MIL)**

### **The Issue:**

The Military Science discipline was set up some time ago by equating it with the interdisciplinary studies discipline in the minimum qualifications. It is unknown to the current District Curriculum Committee if this was done incorrectly or if the defined Military Science minimum qualifications were added to the MQ handbook after our discipline was created. Regardless, if there is a minimum qualification defined for a specific discipline, it must be followed (additional qualifications can be added, but the minimum must be in place). It may be that Human Resources is aware of this and has or would assign appropriate faculty to the field based on the current MQ (any degree plus professional experience at military pay grade of E-7 or above (page 21 and 63 of [MQ handbook](#))), but the incorrect set up in curricunet does need to be fixed.

### **Recommendation Options [for Tech Review: which option is our recommendation?]:**

1. Fix the MIL discipline by whatever process behind the scenes is needed. Communicate with HR to make sure they know the MQ is not interdisciplinary but degree and E-7 pay grade experience; propose to RCC History department to delete two current MIL courses that are cross-listed with HIS so they don't have to be maintained and add MIL as a cross-discipline to the history versions of the course. **[If we select this option, which is a curriculum clean-up, I don't think we need to alert Senate other than in our minutes. This is a technical clean-up; we just need to know who the HR liaison to Curriculum is.... Which maybe we need to have defined anyway. See highlighted sentence below for discussion.]**
2. Delete the MIL discipline (which can be re-created later if needed or desired) and the two MIL courses that are cross-listed with history. There are no MIL faculty in the district identified in the curriculum system. **(Curriculum does not automatically receive new hire or additional FSA classifications from HR and relies on Department Chairs to notify us of new faculty in disciplines.)**

Regardless of which option we pursue, the district curriculum committee needs to communicate with RCC Department Chair that houses the MIL discipline for consultation (the curriculum chairs are the "chairs" for MIL at MVC and NC). RCC Articulation Office has already consulted with Veterans Resource Center who noted the MIL stem may catch the eye of some Veteran Students but they thought it would be fine to just share with and alert students to the fact of the two courses being Military History courses.

# Technical Review - Curriculum Proposals

Proposals for Review for 04/18/2023

## Courses

### Course Major Modifications

		M	N	R	Notes
COS 61A	<a href="#">Level I Cosmetology Instructor Concepts A</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
COS 61B	<a href="#">Lev II Cosmetology Instructor Concepts B</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H DFT 42	<a href="#">SolidWorks I</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Regarding DFT and ENE, some courses do not have entrance skills, they just have the links clicked. Course content has a with no b. Content for some courses is the same with only the name of the software changed.
H DFT 62	<a href="#">Basic Fusion 360</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed.
H DFT 63	<a href="#">Advanced Fusion 360</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed. ENE 42 was removed from crosslisting, but DFT 42 remains.
H DFT 842	<a href="#">SolidWorks I</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed.
H DFT 862	<a href="#">Basic Fusion 360</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed.
H DFT 863	<a href="#">Advanced Fusion 360</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed. Prerequisite only lists the credit version of the courses, not the noncredit versions. ENE 42 was removed from prerequisites, but DFT 42 remains.
H ECO 8	<a href="#">Principles of Microeconomics</a>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RIV and MOV minutes are needed. Also, ECO 8H is not at Tech Review.
H ENE 42	<a href="#">SolidWorks I</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
FIT R1A	<a href="#">Structural Collapse Specialist 1</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FIT R4	<a href="#">Rope Rescue Awareness/Operational</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Course Reactivation

		M	N	R	Notes
FIT R1B	<a href="#">Structural Collapse Specialist 2</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Distance Education

		M	N	R	Notes
H EDU 1DE	<a href="#">Introduction to Elementary Classroom Teaching</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Minutes from MOV are missing. Kelly will follow up with originator.

# Courses

## New Courses

M N R Notes

**H** PSY 60 [Independent Study in Psychology](#)

Board Policies relevant to Independent Study courses will be discussed at the next District Academic Standards meeting.

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# Technical Review - Curriculum Proposals

Proposals for Review for 04/18/2023

## Courses

<u>Course Major Modifications</u>		M	N	R	Discussion	Action
	<b>COS 61A</b> <b>Level I Cosmetology Instructor Concepts A</b> Rationale:      Adjust lab hours	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	<b>COS 61B</b> <b>Lev II Cosmetology Instructor Concepts B</b> Rationale:      Adjust lab hours	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
H	<b>DFT 42</b> <b>SolidWorks I</b> Rationale:      Updates to objectives, SLOs, content, and textbooks. Transferable, equivalent to MFE 2261 at CPP per articulation agreement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Regarding DFT and ENE, some courses do not have entrance skills, they just have the links clicked. Course content has a with no b. Content for some courses is the same with only the name of the software changed.	
H	<b>DFT 62</b> <b>Basic Fusion 360</b> Rationale:      Update to description, hours, objectives, SLOs, and content. Transferable, equivalent to MFE 2261 at CPP per articulation agreement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed.	
H	<b>DFT 63</b> <b>Advanced Fusion 360</b> Rationale:      To match the hours of the DFT-62 as the second course in the certificate.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed. ENE 42 was removed from crosslisting, but DFT 42 remains.	
H	<b>DFT 842</b> <b>SolidWorks I</b> Rationale:      To match updated DFT-42 (Transferable, equivalent to MFE 2261 at Cal Poly Pomona)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed.	
H	<b>DFT 862</b> <b>Basic Fusion 360</b> Rationale:      To match updated DFT-62 (Transferable, equivalent to MFE 2261 at Cal Poly Pomona)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed.	
H	<b>DFT 863</b> <b>Advanced Fusion 360</b> Rationale:      To match the hours of the DFT-62 as the second course in the certificate.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance skills need to be reviewed. Prerequisite only lists the credit version of the courses, not the noncredit versions. ENE 42 was removed from prerequisites, but DFT 42 remains.	
H	<b>ECO 8</b> <b>Principles of Microeconomics</b> Rationale:      This course had a prerequisite (Math 52) which is no longer being offered	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	RIV and MOV minutes are needed. Also, ECO 8H is not at Tech Review.	



## Courses

### Course Major Modifications

M N R Discussion

Action

**H** **ENE 42**      **SolidWorks I**          
Rationale:      To match updated DFT-42 (Transferable, equivalent to MFE 2261 at Cal Poly Pomona)

**FIT R1A**      **Structural Collapse Specialist 1**          
Rationale:      Course requirements meet the needs for a firefighter's continuing education and training.

**FIT R4**      **Rope Rescue Awareness/Operational**          
Rationale:      Course required for firefighter specialty certification.

### Course Reactivation

M N R Discussion

Action

**FIT R1B**      **Structural Collapse Specialist 2**          
Rationale:      This course is essential for the certification of firefighters who provide emergency response during emergency situations.

### Distance Education

M N R Discussion

Action

**H** **EDU 1DE**      **Introduction to Elementary Classroom Teaching**              Minutes from MOV are missing. Kelly will follow up with originator.

### New Courses

M N R Discussion

Action

**H** **PSY 60**      **Independent Study in Psychology**              Board Policies relevant to Independent Study courses will be discussed at the next District Academic Standards meeting.