

District Technical Review Committee Meeting Agenda

Tuesday, October 3, 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"/> Nick Sinigaglia (PHI, MOV)
<input type="checkbox"/> Kelly Douglass (ENG, RCC)	<input type="checkbox"/> Bryan Medina (Staff, RCCD)
<input type="checkbox"/> Brian Johnson (MAT, NOR)	<input type="checkbox"/> Ellen Brown-Drinkwater (AO, RCC)
<input type="checkbox"/> Ann Pfeifle (HIS, MVC)	<input type="checkbox"/> Nick Franco (AO, NOR)
	<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

Call to Order:

Agenda and Minutes

1. Approval of Agenda
The agenda will be reviewed, discussed, and considered for approval.
2. Approval of Minutes – September 19, 2023
The minutes will be reviewed, discussed, and considered for approval.

Action Items

1. Curriculum Proposals
Curriculum proposals will be reviewed, discussed, and considered for forwarding to the College Curriculum Committees.

Discussion Items and Public Comment

1. Math and English Non-Credit Basic Skills – Kelly Douglass
2. Enacting Minor Mod Board Approvals – Kelly Douglass
3. AOE Review – Ann Pfeifle
4. CCN Modification Proposal Processes – Kelly Douglass
5. Pre-College Math Courses in Prerequisites and Advisories – Bryan Medina
6. AB 1111 RP Group Report – Bryan Medina

7. Council Review for Interdisciplinary Degrees – Kelly Douglass
8. Open Forum
9. Public Comment for all items on or not otherwise on the agenda.

Adjournment:

Technical Review - Curriculum Proposals

Proposals for Review for 10/03/2023

Courses

Course Deletions

M N R Notes

CIS 28A [MS Access Programming](#)

CIS 54B [Flash Scripting](#)

SPA 3N [Spanish for Spanish Speakers](#)

Course Exclusions

M N R Notes

PHI 22 [Philosophy of Science](#)

PHI 36 [Asian Philosophy](#)

H POL 10A [International Organizations A](#)

POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.

H POL 10B [International Organizations B](#)

POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.

H POL 10C [International Organizations C](#)

POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.

H POL 12 [State and Local Politics](#)

POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.

H POL 3 [Intro to Politics](#)

Elective option in Law and Public Policy ADT.

H POL 8 [Intro to Public Administration and Policy Development](#)

Elective option in Political Science ADT.

Course Inclusions

M N R Notes

ADM 63B [Design for Electronic Publication](#)

ADM 71B [Adobe Photoshop, Advanced](#)

ADM 77B [Adobe Illustrator, Advanced](#)

ANT 10 [Forensic Anthropology](#)

HUM 18 [Walking with the Dead: An Interdisciplinary Perspective on Death and Dying](#)

Courses

Course Major Modifications

M N R Notes

H ACC 802 **Monthly Procedures using QuickBooks**

Entrance skills are missing. District discipline discussion is attached, but no vote.
Materials may also need to be expanded.

H ACC 803 **Year End Procedures with QuickBooks**

Entrance skills are missing. District discipline discussion is attached, but no vote.
Materials may also need to be expanded.

H AUT 13A **Hybrid and Electric Vehicle Technology 1**

This course has an increased unit value. Minutes are old, minutes also state minor mod. Course is also in a certificate, which will also have to come forward.

H AUT 13B **Advanced Hybrid and Electric Vehicle Technology**

AUT 13B through 8C all have approval minutes from 2022, but these courses were just revised last fall and implemented in the spring. It looks like it is the same minutes from last fall's minor mods proposal. Not clear there are any changes.

H AUT 1A **Automotive Engine Repair (Upper End)**

H AUT 1B **Automotive Engine Repair (Lower End)**

H AUT 2 **Automotive Automatic Transmission/Transaxles**

H AUT 3 **Automotive Manual Drivetrain Systems**

H AUT 4A **Automotive Steering and Suspension**

H AUT 4B **Advanced Suspension and Brake Systems**

H AUT 5 **Automotive Brakes**

H AUT 50 **Automotive Principles**

H AUT 6A **Automotive Electrical Systems 1**

H AUT 6B **Automotive Electrical Systems 2**

H AUT 7 **Automotive Heating and Air Conditioning**

H AUT 801 **ASE Test Preparation- Engine Repair**

H AUT 802 **ASE Test Preparation- Automatic Transmission/
Transaxle**

H AUT 803 **ASE Test Preparation- Manual Drive Train and Axles**

H AUT 804 **ASE Test Preparation - Suspension and Steering**

H AUT 805 **ASE Test Preparation- Brakes**

H AUT 806 **ASE Test Preparation- Electrical/Electronic Systems**

H AUT 807 **ASE Test Preparation- Heating and Air Conditioning**

Courses

Course Major Modifications

		M	N	R	Notes	
H	AUT 808	ASE Test Preparation- Engine Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H	AUT 811	ASE Test Preparation- Advanced Engine Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H	AUT 8A	Automotive Engine Performance 1	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H	AUT 8B	Automotive Engine Performance 2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H	AUT 8C	Automotive Emission Controls	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	BAK 48	Dietary Baking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H	COS 61A	Level I Cosmetology Instructor Concepts A	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	These courses are in a certificate. Kelly will check with Casandra.
H	COS 61B	Lev II Cosmetology Instructor Concepts B	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	These courses are in a certificate. Kelly will check with Casandra.
H	ENG 8	Introduction to Mythology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting HUM 8.
	HUM 8	Introduction to Mythology	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	NNA 79	Medical Terminology for Healthcare Professionals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NNA 80	Nursing Assistant Training Program (NATP)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NNA 80A	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NNA 86	Acute Care Nurse Assistant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NRN 18	Transition Course for Advanced Placement Students	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NRN 93	Calculations for Healthcare Providers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NVN 55A	Vocational Nursing Practice and Nutrition Across the Lifespan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NVN 55B	Principles of Pathophysiology	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NXN 78	Pharmacology in Clinical Nursing Practice	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	NXN 84	Preparing for Success in Nursing School	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Course Minor Modifications

		M	N	R	Notes	
	ACC 67	U.S. and California Income Tax Preparation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H	AIR 200	Air Conditioning Work Experience	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Because it is not AIR specific, they should move to delete it if it is not being used or rewrite it entirely.

Courses

Course Minor Modifications

M N R Notes

H AIR 77 **Energy Conservation Methods for HVACR**

For AIR classes, minutes appear to be from 2021, unclear that they were voted on.

H AIR 78 **Safe Refrigerant Handling & Management**

H AIR 80 **Gas Heating**

H AIR 83 **All Weather Heating & Cooling System**

H AIR 84 **Boiler and Hydronic Heating**

H AIR 90 **Building Automation Fundamentals**

H AIR 91 **Advanced Building Control Networks**

H AIR 92 **Advanced Building Automation Networks and Programming**

BUS 20 **Business Mathematics**

BUS 80 **Principles of Logistics**

H COS 60F **Remedial Training Course**

Minutes are old.

H COS 70B **Level II Makeup and Hair Removal Concepts**

Minutes are old.

H COS 90B **Level II Clinic Floor Concepts**

Minutes are old.

H CUL 48 **Dietary Baking**

Minutes are old.

EMS 41 **Emergency Medical Responder**

EMS 50 **Emergency Medical Technician**

EMS 51 **Emergency Medical Services-Basic Clinical/Field**

EMS 60 **Patient Assessment and Airway Management**

EMS 61 **Introduction to Medical Pathophysiology**

EMS 62 **Emergency Pharmacology**

EMS 63 **Cardiology**

EMS 70 **Trauma Management**

EMS 71 **Clinical Medical Specialty I**

EMS 80 **Medical Emergencies**

Courses

Course Minor Modifications

M N R Notes

EMS 81 Special Populations

EMS 82 Special Topics

EMS 83 Clinical Medical Specialty II

EMS 90 Assessment Based Management

EMS 91 Paramedic Field Internship

ENP 71 Solopreneurship

FIT 1 Fire Protection Organization

MAG 53 Human Relations

NRN 6 Nursing Learning Laboratory

NRN 7 Nursing Learning Laboratory

NRN 8 Nursing Learning Laboratory

PDS 801 Leadership Skills

PDS 802 Supervisory Skills

SPA 1 Spanish 1

SPA 11 Spanish Culture and Civilization

SPA 12 Latin American Culture and Civilization

SPA 2 Spanish 2

SPA 2H Honors Spanish 2

SPA 3 Spanish 3

SPA 4 Spanish 4

SPA 8 Intermediate Conversation

Distance Education

M N R Notes

ACC 19DE Volunteer Income Tax Assistance Tax Training

ACC 19LDE Volunteer Income Tax Assistance Tax Preparation Lab

ACC 40DE Accounting for Managers

ACC 819LDE Volunteer Income Tax Assistance Tax Preparation Lab

Courses

Distance Education

		M	N	R	Notes
ENP 30DE	QuickBooks Online for Entrepreneurs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

New Courses

		M	N	R	Notes
H CDL 801	Commercial Driver Training-Permit Preparation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Course needs further development. Ann will work with faculty.

H CDL 802	Commercial Driver Training - Range Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Course needs further development. Ann will work with faculty.
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H CDL 803	Commercial Driver Training - On Road Skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Course needs further development. Ann will work with faculty.
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FIT INS3	Instructor 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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H FIT 53B1	Fire Control 3: Structural Firefighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Content formatting. Approval for the class is not on the minutes.
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HLS 801	Community Emergency Response Team (CERT)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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HLS 810	Basic Security Guard Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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HLS 811	Advanced Security Guard Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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HLS 830	ICS 300: Intermediate Incident Command System for Expanding Incidents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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HLS 840	ICS 400: Advanced Incident Command System for Complex Incidents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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MAT 801	Elementary Algebra Review - Algebraic Expressions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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MAT 802	Elementary Algebra Review - Factoring	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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MAT 803	Elementary Algebra Review - Equation Solving	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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MAT 804	Elementary Algebra Review - Graphing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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NRN 18B	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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NRN 19	Transition Course for Advanced Placement for Non-Nursing Healthcare Professionals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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NRN 19B	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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H PSY 60	Independent Study in Psychology	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Board Policies relevant to Independent Study courses will be discussed at the next District Academic Standards meeting.
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Disciplines

New Disciplines

M N R Notes

HCA Healthcare Ancillaries

PUB Public Health Science

General Education

General Education Modifications

M N R Notes

H PSY 11 Psychology of Human Sexuality - Addition to GE Area E2

Faculty have provided a rationale, which will be reviewed for the next Tech Review meeting.

Programs

New Programs

M N R Notes

ADT

ECO Economics

SJS Social Justice Studies: Asian American Studies

SJS Social Justice Studies: Black Studies

SJS Social Justice Studies: Chicanx and Latinx Studies

SJS Social Justice Studies: Ethnic Studies

SJS Social Justice Studies: LGBTQ+ Studies

SJS Social Justice Studies: Native American and Indigenous Studies

Certificate

H BAK Advanced Professional Skills in Baking & Pastry Arts

H BAK Intermediate Professional Skills Baking & Pastry Arts

H BAK Introduction to Professional Skills in Baking & Pastry Arts

H BAK Professional Skills of Baking & Pastry Arts

NNA Acute Care Nursing Assistant

NNA Home Health Aide

H SCA Automation Technician I

Narrative is incomplete, has some unit discrepancies. Regional consortium recommendation is missing. Need to determine what will happen with associates degree counterpart.

Programs

New Programs

M N R Notes

Certificate

H SCA **Automation Technician II**

Narrative is incomplete, has some unit discrepancies. Regional consortium recommendation is missing. Need to determine what will happen with associates degree counterpart.

H SCA **Automation Technician III**

Narrative is incomplete, has some unit discrepancies. Regional consortium recommendation is missing. Need to determine what will happen with associates degree counterpart.

Degree & Certificate

HCA **Anesthesia Technology**

Non-Credit Certificate

H BAK **Advanced Professional Skills in Baking & Pastry Arts**

H BAK **Intermediate Professional Skills in Baking & Pastry Arts**

H BAK **Introduction to Professional Skills in Baking & Pastry Arts**

H BAK **Professional Skills of Baking & Pastry Arts**

MAT **Mathematics Readiness**

Program Modifications

M N R Notes

ADT

ENG **English**

PAL **Law, Public Policy, and Society**

PHI **Philosophy**

POL **Political Science**

SJS **Social Justice Studies: Gender Studies**

Certificate

ADJ **Administration of Justice/Basic Public Safety Dispatch**

COS **Cosmetology Instructor Training**

EAR **Early Childhood Education - Associate Teacher**

NNA **Nursing Assistant**

Degree & Certificate

ADJ **Administration of Justice/Law Enforcement Basic Peace Officer Academy Intensive**

Programs

Program Modifications

M N R Notes

Degree & Certificate

ADJ	Administration of Justice/Law Enforcement Basic Peace Officer Modular Academy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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NVN	Vocational Nursing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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Technical Review - Curriculum Proposals

Proposals for Review for 10/03/2023

Courses

Course Deletions

		M	N	R	Discussion	Action
CIS 28A	<u>MS Access Programming</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Course is no longer part of any programs and has not been offered in over 5-years.					
CIS 54B	<u>Flash Scripting</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This is a stand-alone course that hasn't been offered in over 5 years and the technology has fallen out of favor in the industry.					
SPA 3N	<u>Spanish for Spanish Speakers</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Spanish 3N has not been offered at RCC for quite some time. Since the course is currently only offered at RCC, the best course of action is to launch a course deletion.					

Course Exclusions

		M	N	R	Discussion	Action
PHI 22	<u>Philosophy of Science</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Philosophy 22 has never been offered at MVC. It is a specialized course, best taught face to face, and given enrollment trends is unlikely to enroll a sufficient number of students if scheduled. It is not included in the MVC Philosophy ADT.					
PHI 36	<u>Asian Philosophy</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Philosophy 36 has never been offered at MVC. It was inadvertently added to the MVC Catalog three years ago when the course was created by an RCC faculty member with expertise in the subject matter. The course is not included in the MVC Philosophy ADT.					
H POL 10A	<u>International Organizations A</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.	
Rationale:	The RCC Political Science discipline has decided to exclude these courses to clear them from the college catalog and adjacent ADT's for equity purposes. This is the most gainful and equitable option for our discipline until a district wide decision is made on the future of these courses.					

Courses

Course Exclusions

		M	N	R	Discussion	Action
H	POL 10B Rationale: International Organizations B The RCC Political Science discipline has decided to exclude these courses to clear them from the college catalog and adjacent ADT's for equity purposes. This is the most gainful and equitable option for our discipline until a district wide decision is made on the future of these courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.	
H	POL 10C Rationale: International Organizations C The RCC Political Science discipline has decided to exclude these courses to clear them from the college catalog and adjacent ADT's for equity purposes. This is the most gainful and equitable option for our discipline until a district wide decision is made on the future of these courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.	
H	POL 12 Rationale: State and Local Politics The RCC Political Science discipline has decided to exclude these courses to clear them from the college catalog and adjacent ADT's for equity purposes. This is the most gainful and equitable option for our discipline until a district wide decision is made on the future of these courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	POL courses may be RCC only, which would be deletions. May also need to have a larger discussion on the rationale for the deletion.	
H	POL 3 Rationale: Intro to Politics The RCC Political Science discipline has decided to exclude these courses to clear them from the college catalog and adjacent ADT's for equity purposes. This is the most gainful and equitable option for our discipline until a district wide decision is made on the future of these courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Elective option in Law and Public Policy ADT.	
H	POL 8 Rationale: Intro to Public Administration and Policy Development The RCC Political Science discipline has decided to exclude these courses to clear them from the college catalog and adjacent ADT's for equity purposes. This is the most gainful and equitable option for our discipline until a district wide decision is made on the future of these courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Elective option in Political Science ADT.	

Course Inclusions

		M	N	R	Discussion	Action
	ADM 63B Rationale: Design for Electronic Publication These courses would be necessary and are industry-relevant for students seeking to earn an associate's degree in Graphic Design.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Courses

Course Inclusions

		M	N	R	Discussion	Action
ADM 71B	Adobe Photoshop, Advanced	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	These courses would be necessary and are industry-relevant for students seeking to earn an associate's degree in Graphic Design.					
ADM 77B	Adobe Illustrator, Advanced	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	These courses would be necessary and are industry-relevant for students seeking to earn an associate's degree in Graphic Design.					
ANT 10	Forensic Anthropology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	We have not previously had this course in the MVC Catalog because we did not have faculty with the necessary education, expertise, and education to be able to teach it. We have hired a new full-time anthropologist, Dr. Kanya Godde Chrisco, as of Fall 2023, and this course falls under her specialty training. Dr. Godde Chrisco is nationally recognized in this field, which is a great asset to MVC. She is currently working on updating our lab materials inventory in preparation for teaching the course once it is available and we are consulting with district Anthropology faculty to plan ahead.					
HUM 18	Walking with the Dead: An Interdisciplinary Perspective on Death and Dying	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	This course is cross-listed with Philosophy 18, a course already in the MVC Catalog. Including Humanities 18 will aid enrollment whenever the course is offered and better reflect the course content for students.					

Course Major Modifications

		M	N	R	Discussion	Action
H ACC 802	Monthly Procedures using QuickBooks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	ACC 801, 802, and 803 should be taken in sequence due to the nature of learning QuickBooks. Adding the advisory courses alerts students that they should take these classes sequentially rather than jumping in mid-stream.					
					Entrance skills are missing. District discipline discussion is attached, but no vote. Materials may also need to be expanded.	
H ACC 803	Year End Procedures with QuickBooks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	ACC 801, 802, and 803 should be taken in sequence due to the nature of learning QuickBooks. Adding the advisory courses alerts students that they should take these classes sequentially rather than jumping in mid-stream.					
					Entrance skills are missing. District discipline discussion is attached, but no vote. Materials may also need to be expanded.	

Technical Review Proposals for 10/03/2023

Proposals marked with a red "H" were held at a previous Tech Review meeting.

Documents in the Programs section without an underline have not yet been received by the Tech Review Committee.

Courses

Course Major Modifications

		M	N	R	Discussion	Action
H	AUT 13A Rationale: 2 year review and unit value increase due to increased content that needs to be covered. Industry advancements require more time to cover required coursework.			<input checked="" type="checkbox"/>	This course has an increased unit value. Minutes are old, minutes also state minor mod. Course is also in a certificate, which will also have to come forward.	
H	AUT 13B Rationale: 2 year review and course book review/update as needed.			<input checked="" type="checkbox"/>	AUT 13B through 8C all have approval minutes from 2022, but these courses were just revised last fall and implemented in the spring. It looks like it is the same minutes from last fall's minor mods proposal. Not clear there are any changes.	
H	AUT 1A Rationale: 2 year review and update of course materials as needed.			<input checked="" type="checkbox"/>		
H	AUT 1B Rationale: 2 year review and update of course materials as needed.			<input checked="" type="checkbox"/>		
H	AUT 2 Rationale: 2 year review and book update.			<input checked="" type="checkbox"/>		
H	AUT 3 Rationale: 2 year review and review/update course books as needed.			<input checked="" type="checkbox"/>		
H	AUT 4A Rationale: 2 year review and course book review/update as needed.			<input checked="" type="checkbox"/>		
H	AUT 4B Rationale: 2 year review and course book review/update as needed.			<input checked="" type="checkbox"/>		
H	AUT 5 Rationale: 2 year review and course book review/update as needed.			<input checked="" type="checkbox"/>		
H	AUT 50 Rationale: 2 year review and update course book as required.			<input checked="" type="checkbox"/>		
H	AUT 6A Rationale: 2 year review and course book update as required.			<input checked="" type="checkbox"/>		
H	AUT 6B Rationale: 2 year review and course book review/update as needed.			<input checked="" type="checkbox"/>		

Technical Review Proposals for 10/03/2023

Proposals marked with a red "H" were held at a previous Tech Review meeting.

Documents in the Programs section without an underline have not yet been received by the Tech Review Committee.

Courses

Course Major Modifications

			M	N	R	Discussion	Action	
H	AUT 7	Automotive Heating and Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and course book review/update as needed.						
H	AUT 801	ASE Test Preparation- Engine Repair	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 802	ASE Test Preparation- Automatic Transmission/ Transaxle	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 803	ASE Test Preparation- Manual Drive Train and Axles	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 804	ASE Test Preparation - Suspension and Steering	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 805	ASE Test Preparation- Brakes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 806	ASE Test Preparation- Electrical/Electronic Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 807	ASE Test Preparation- Heating and Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 808	ASE Test Preparation- Engine Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 811	ASE Test Preparation- Advanced Engine Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and update of course materials as needed.						
H	AUT 8A	Automotive Engine Performance 1	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and course book update as required.						
H	AUT 8B	Automotive Engine Performance 2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year course review and book update as required.						
H	AUT 8C	Automotive Emission Controls	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	2 year review and book update as required.						
	BAK 48	Dietary Baking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	Rationale:	Updating discipline from CUL to BAK.						

Technical Review Proposals for 10/03/2023

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Courses

Course Major Modifications

		M	N	R	Discussion	Action
H	COS 61A Rationale: Level I Cosmetology Instructor Concepts A Adjust lab hours	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	These courses are in a certificate. Kelly will check with Casandra.	
H	COS 61B Rationale: Lev II Cosmetology Instructor Concepts B Adjust lab hours	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	These courses are in a certificate. Kelly will check with Casandra.	
H	ENG 8 Rationale: Introduction to Mythology Regularly scheduled 5-year major modification: Updated the description to make the emphasis more global and comparative; updated the pre-req , advisory, and advisory skills sections to be consistent with other literature courses; updated the objectives, methods of instruction and evaluation; added sample assignments; revised a few course content elements, focused on ensuring that the course is taught from a global rather than Euro-centric perspective; updated textbook selections.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Awaiting HUM 8.	
	HUM 8 Rationale: Introduction to Mythology Updates to Course Description, SLOs, Objectives, Content, Methods of Instruction, Methods of Evaluation, Sample Assignments, and Course Materials. Removed outdated advisories, entrance skills, and prerequisites and updated each of these sections.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	NNA 79 Rationale: Medical Terminology for Healthcare Professionals Change to degree credit and update textbooks.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	NNA 80 Rationale: Nursing Assistant Training Program (NATP) Add NNA-80A (27 hour, 0.5 unit lab) as a required co-requisite course to supplement the NNA-80 skills component. Weekly assignments for skill practice will be assigned in NNA-80A that correlate with lecture and clinical content delivered in NNA-80.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	NNA 80A Rationale: Nursing Learning Laboratory Add NNA-80A (27 hour, 0.5 unit lab) as a required co-requisite course to supplement the NNA-80 skills component. Weekly assignments for skill practice will be assigned in NNA-80A that correlate with lecture and clinical content delivered in NNA-80. Changed requisites, updated entrance skills, and unlinked NNA-81 and 86.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	NNA 86 Rationale: Acute Care Nurse Assistant Reviewed objectives, requisites, course content, MOI, and MOE. Updated course materials. Added TOPS code.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

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Courses

Course Major Modifications

M N R Discussion

Action

NRN 18 **Transition Course for Advanced Placement Students**

Rationale: Based on program review and feedback from our board approval and accreditation agencies, students need to demonstrate knowledge from the first year of the RN program but also demonstrate psychomotor competency. Revisions were made to units/hours, corequisite of NRN-18B (new course) was added, and Course Content was revised to better prepare advanced placement students for success when bridging into the ADN (RN) program. This is also in response to higher attrition of advanced placement students after being admitted to the ADN (RN) program. The units were increased by 0.5 units from 1.5 units to 2 units of lecture only in order to incorporate nursing clinical judgment and exams. When the ADN program underwent its last curriculum change in 2018, this course did not mirror the updates made. A separate co-requisite lab course is being created for the psychomotor skills portion of the course. The current COR has 1 unit of lab and the corequisite course will also be 1 unit of lab. Updated MOI and MOE.

NRN 93 **Calculations for Healthcare Providers**

Rationale: Increased units by 0.5 units from 1 to 1.5 and hours from 18 to 27 hours. Currently the course is only be run over 6 weeks and needs to be run over 8 weeks for efficiency. Adding in more purposeful critical thinking and clinical judgment in calculating drug dosages. Also, to provide support for students who are struggling in meeting course outcomes in the program with an additional course offering. Updated SLOs, course content, MOI, MOE, and textbooks.

NVN 55A **Vocational Nursing Practice and Nutrition Across the Lifespan**

Rationale: Update course content, MOI, and textbooks

NVN 55B **Principles of Pathophysiology**

Rationale: Update MOI and prereq Entrance Skills.

NXN 78 **Pharmacology in Clinical Nursing Practice**

Rationale: Remove CA BRN provider number in short description. Update resources.

NXN 84 **Preparing for Success in Nursing School**

Rationale: Increased units from 1.5 to 2 units and 27 to 36 hours to add additional content that was missing and noted to be a gap in preparing students for the nursing programs. Revised course objectives, SLOs, course content, MOI, and MOE.

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
	ACC 67 Rationale:				U.S. and California Income Tax Preparation	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
	Students who pass this course with an overall score of 70% or higher will not only receive 4 units of college credit, but also be certified by the State of California to prepare taxes, under the guidelines of the regulating body of the California Tax Education Council (CTEC). The course content is aligned with the CTEC curriculum, which references the Internal Revenue Code (IRC) standards, and noted in their Policy CP23A, which is a requirement for being an approved CTEC curriculum provider: all three colleges in the district are qualified providers.					
H	AIR 200 Rationale:				Air Conditioning Work Experience	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Because it is not AIR specific, they should move to delete it if it is not being used or rewrite it entirely.
H	AIR 77 Rationale:				Energy Conservation Methods for HVACR	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> For AIR classes, minutes appear to be from 2021, unclear that they were voted on.
H	AIR 78 Rationale:				Safe Refrigerant Handling & Management	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
H	AIR 80 Rationale:				Gas Heating	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
H	AIR 83 Rationale:				All Weather Heating & Cooling System	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
H	AIR 84 Rationale:				Boiler and Hydronic Heating	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
H	AIR 90 Rationale:				Building Automation Fundamentals	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
H	AIR 91 Rationale:				Advanced Building Control Networks	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
H	AIR 92 Rationale:				Advanced Building Automation Networks and Programming	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
	BUS 20 Rationale:				Business Mathematics	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
	Review. No textbook updates; textbooks are still applicable.					

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
	BUS 80 Rationale: Principles of Logistics COR reviewed per 2-year course rotation review. Textbook materials updated to include the new edition.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
H	COS 60F Rationale: Remedial Training Course No modifications to course	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Minutes are old.	
H	COS 70B Rationale: Level II Makeup and Hair Removal Concepts No modifications were made to the course.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Minutes are old.	
H	COS 90B Rationale: Level II Clinic Floor Concepts No modifications were made to the course.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Minutes are old.	
H	CUL 48 Rationale: Dietary Baking Reviewed current materials, and there are currently no changes necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Minutes are old.	
	EMS 41 Rationale: Emergency Medical Responder 1st level of training for EMS professionals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 50 Rationale: Emergency Medical Technician To offer an EMT course for training at the state and county level.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 51 Rationale: Emergency Medical Services-Basic Clinical/Field Clinical rotations for the EMT certification.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 60 Rationale: Patient Assessment and Airway Management Patient Assessment and airway class for the paramedic program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 61 Rationale: Introduction to Medical Pathophysiology Pathophysiology for the Paramedic Program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 62 Rationale: Emergency Pharmacology Pharmacology class for the paramedic program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 63 Rationale: Cardiology Cardiology class for the paramedic program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 70 Rationale: Trauma Management Trauma class for paramedic program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	EMS 71 Rationale: Clinical Medical Specialty I Part 1 of clinical rotations for paramedic program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Courses

Course Minor Modifications

		M	N	R	Discussion	Action
EMS 80	Medical Emergencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Medical Emergencies and protocol class for the paramedic program.					
EMS 81	Special Populations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Special Population class for paramedic program.					
EMS 82	Special Topics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Special Topics class for paramedic program.					
EMS 83	Clinical Medical Specialty II	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Part 2 of the clinical rotations for the paramedic program.					
EMS 90	Assessment Based Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Capstone class for the paramedic program.					
EMS 91	Paramedic Field Internship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Field clinical placement for paramedic program.					
ENP 71	Solopreneurship	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updated Textbook Option					
FIT 1	Fire Protection Organization	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Provides students with a basic understanding of firefighting and the culture of the fire service.					
MAG 53	Human Relations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This proposal is a minor modification to add a text to the course materials.					
NRN 6	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update textbook resources					
NRN 7	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update textbook resources					
NRN 8	Nursing Learning Laboratory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Update textbook resources					
PDS 801	Leadership Skills	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	COR reviewed per 2-year course rotation review. Textbook materials are OER so no updates needed.					

Courses

Course Minor Modifications

		M	N	R	Discussion	Action
PDS 802	Supervisory Skills	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	COR reviewed per 2-year course rotation review. Textbook materials are OER so no updates needed.					
SPA 1	Spanish 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating course materials over five years.					
SPA 11	Spanish Culture and Civilization	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating course material over five years					
SPA 12	Latin American Culture and Civilization	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	This COR proposal updated the course materials.					
SPA 2	Spanish 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating course materials over five years.					
SPA 2H	Honors Spanish 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rationale:	Updating course materials over five years.					
SPA 3	Spanish 3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating course materials over five years.					
SPA 4	Spanish 4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating course materials over five years.					
SPA 8	Intermediate Conversation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:	Updating course material over five years					

Distance Education

		M	N	R	Discussion	Action
ACC 19DE	Volunteer Income Tax Assistance Tax Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
ACC 19LDE	Volunteer Income Tax Assistance Tax Preparation Lab	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
ACC 40DE	Accounting for Managers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						
ACC 819LDE	Volunteer Income Tax Assistance Tax Preparation Lab	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rationale:						

Technical Review Proposals for 10/03/2023

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Courses

Distance Education

M N R Discussion

Action

ENP 30DE [QuickBooks Online for Entrepreneurs](#)

Rationale:

New Courses

M N R Discussion

Action

H CDL 801 [Commerical Driver Training-Permit Preparation](#)

Course needs further development. Ann will work with faculty.

Rationale: Due to the change in the laws regarding how one can obtain a commercial drivers license, it is now required that all prospective commercial drivers take a formal class. In addition to the change in the laws, the U.S. experiences a shortage of qualified Commercial Truck Drivers every year. Currently, according to the U.S. Department of Labor Statistics, there will be a need for approximately 259,900 qualified, properly trained drivers to fill the anticipated need. "About 259,900 openings for heavy and tractor-trailer truck drivers are projected each year, on average, over the decade". (Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Heavy and Tractor-trailer Truck Drivers)

H CDL 802 [Commercial Driver Training - Range Operations](#)

Course needs further development. Ann will work with faculty.

Rationale: Due to the change in the laws regarding how one can obtain a commercial drivers license, it is now required that all prospective commercial drivers take a formal class. In addition to the change in the laws, the U.S. experiences a shortage of qualified Commercial Truck Drivers every year. Currently, according to the U.S. Department of Labor Statistics, there will be a need for approximately 259,900 qualified, properly trained drivers to fill the anticipated need. "About 259,900 openings for heavy and tractor-trailer truck drivers are projected each year, on average, over the decade". (Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Heavy and Tractor-trailer Truck Drivers)

H CDL 803 [Commercial Driver Training - On Road Skills](#)

Course needs further development. Ann will work with faculty.

Rationale: Due to changes in the laws regarding how one obtains a Commercial Driver's License, it is now required that all prospective commercial drivers take formal classes. In addition to the change in the laws, the U.S. experiences a shortage of qualified Commercial Truck Drivers every year. Currently, according to the U.S. Department of Labor statistics, there will be a need for approximately 259,000 qualified, properly trained drivers to fill the anticipated need. "About 259,900 openings for heavy and tractor-trailer truck drivers are projected each year, on average, over the next decade". (Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Hand book, Heavy and Tractor - Trailer Truck Drivers).

Courses

New Courses

		M	N	R	Discussion	Action
	FIT INS3 Rationale: This course expands upon the Instructor series of State Fire Training courses and is required to obtain firefighter instructors who are qualified to teach State Fire Training courses.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
H	FIT S3B1 Rationale: Required for firefighter skill competency to ensure students meet the requirements for operating safely and efficiently while in Inherently Dangerous to Life and Health (IDLH) environments where fire is involved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Content formatting. Approval for the class is not on the minutes.	
	HLS 801 Rationale: Final examination provided by Department of Homeland Security is graded on a pass/no pass basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	HLS 810 Rationale: The California Bureau of Security and Investigative Services (BSIS) licenses security guards in California, and a person cannot work as a security guard without proper registration from BSIS. BSIS requires a minimum of 8-hours of training in Powers to Arrest and Weapons of Mass Destruction prior to application for registration. This course provides that instruction and will qualify students to apply for security guard registration. The state provided test for this class is graded on a pass/no pass basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	HLS 811 Rationale: State provided test is graded on a pass/no pass basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	HLS 830 Rationale: The final assessment for this class is a PASS/NO PASS test that is administered by the Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA). Because the federal assessment is PASS/NO PASS, the class is also.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	HLS 840 Rationale: The final examination for this class is administered by the Federal Emergency Management Agency (FEMA) and is graded on a pass/no pass basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	MAT 801 Rationale: This course is designed for STEM students that have been unsuccessful in passing Math 9. This will give these students the opportunity to review their algebra skills before attempting to retake Math 9.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

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Courses

New Courses

M N R Discussion

Action

MAT 802 **Elementary Algebra Review - Factoring**

Rationale: This course is designed for STEM students that have been unsuccessful in passing Math 9. This will give these students the opportunity to review their algebra skills before attempting to retake Math 9.

MAT 803 **Elementary Algebra Review - Equation Solving**

Rationale: This course is designed for STEM students that have been unsuccessful in passing Math 9. This will give these students the opportunity to review their algebra skills before attempting to retake Math 9.

MAT 804 **Elementary Algebra Review - Graphing**

Rationale: This course is designed for STEM students that have been unsuccessful in passing Math 9. This will give these students the opportunity to review their algebra skills before attempting to retake Math 9.

NRN 18B **Nursing Learning Laboratory**

Rationale: The lab portion of the course used to be embedded in the main course (NRN-18). Increase in attrition in our advanced placement students once admitted to the ADN (RN) program. Our board approval and accrediting agency require that students demonstrate psychomotor skill competency prior to admission of previous learned skills as an LVN.

NRN 19 **Transition Course for Advanced Placement for Non-Nursing Healthcare Professionals**

Rationale: Create a ADN (RN) transition course for non-nursng professionals who are interested in becoming a registered nurse. Possible non-nursing professionals may include paramedics, psychiatric technicians, respiratory therapists, etc.

NRN 19B **Nursing Learning Laboratory**

Rationale: Create a ADN (RN) transition course for non-nursng professionals who are interested in becoming a registered nurse. Possible non-nursing professionals may include paramedics, psychiatric technicians, respiratory therapists, etc. This lab will teach the lab portion of nursing skills needed for non-nursing healthcare professionals to transition to the RN program.

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

Rationale: Psychology majors want to gain experience in performing research studies.

Disciplines

New Disciplines

M N R Discussion

Action

HCA **Healthcare Ancillaries**

Rationale: Healthcare agency partners are in need of various healthcare technicians in the workforce to support licensed healthcare professionals in our region. This is a broad discipline that aligns with Guided Pathways and the Nursing & Health-Related Sciences Pathway. This new discipline is a CCCCCO approved discipline and has associated criteria to determine the appropriate Faculty Service Area.

The School of Nursing is proposing a new Anesthesia Technology program that will be housed under the proposed discipline. Currently, Pasadena City College is the only community college that is offering this program. Locally, Kaiser Permanente, Riverside Community Hospital, Eisenhower, Desert Regional, and Loma Linda University Medical Center are using Anesthesia Technologist in their perioperative inpatient and outpatient areas. Local healthcare agencies are also requesting other like programs such as Cardiovascular Technician to be developed and offered regionally

PUB **Public Health Science**

Rationale: To offer a complementary pathway to students who either want to earn a dual degree in Public Health Science and Nursing or an additional healthcare pathway to a transferring university. The prerequisites for Public Health ADT and Nursing are similar and this new pathway can provide students with a declared nursing major an additional healthcare pathway while either awaiting admission or for those who determine nursing may not be their desired educational goal. The COVID-19 pandemic illuminated the critical need for employability in the public health sector.

General Education

General Education Modifications

M N R

Discussion

Action

H **PSY 11** **Psychology of Human Sexuality - Addition to GE Area E2**
Rationale: Addition of PSY-11 to RCCD GE Area E2 - Self-Development.

Faculty have provided a rationale, which will be reviewed for the next Tech Review meeting.

PSY-11 Psychology of Human Sexuality and PSY-10 Personal & Social Adjustment include specific course content, objective, and learning outcomes that link to fitness and wellness. Physical and mental health are explicitly covered in both courses, with an emphasis on both self and others. Finally, both courses are aligned with the GE Outcome for Self-Development and Global Awareness, which is a key component of the general education requirements.

Programs

New Programs

M N R

Discussion

Action

ADT

ECO **Economics**

Rationale: The Associate in Arts in Economics for Transfer degree proposed by Norco College represents an initiative to equip our students with a solid understanding and practical skills in the discipline of Economics. Given the increasing demand for economics professionals, as indicated by the Bureau of Labor Statistics, this degree ensures that our students are primed to capitalize on the diverse career opportunities this field offers. Economics, being fundamental to understanding diverse aspects of society, provides a firm foundation in analytical thinking, decision-making, and data interpretation skills. Our proposed ADT in Economics is developed with the intention of not only meeting our graduation requirements but also fulfilling lower-division requirements at four-year institutions, such as CSUs and UCs. By making this field of study more accessible and affordable, Norco College stands at the forefront of promoting educational equity, enhancing diversity within the economics profession, and contributing to the local and regional economy by equipping students with a solid foundation in Economics.

Documents: [Narrative](#) [TMC](#)

Programs

New Programs

M N R Discussion

Action

ADT

SJS **Social Justice Studies: Asian American Studies**

Rationale: The Associate in Arts in Social Justice Studies: Asian American Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work, and is comparable to the first two years of undergraduate study at a California State University.

Documents: [Narrative](#) [TMC](#)

SJS **Social Justice Studies: Black Studies**

Rationale: The Associate in Arts in Social Justice Studies: Black Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

Documents: [Narrative](#) [TMC](#)

SJS **Social Justice Studies: Chicanx and Latinx Studies**

Rationale: The Associate in Arts in Social Justice Studies: Chicanx and Latinx Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Chicanx and Latinx studies, and is comparable to the first two years of undergraduate study at a California State University.

Documents: [Narrative](#) [TMC](#)

SJS **Social Justice Studies: Ethnic Studies**

Rationale: The Associate in Arts in Social Justice Studies: Ethnic Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

Documents: [Narrative](#) [TMC](#)

Programs

New Programs

M N R Discussion

Action

ADT

SJS [Social Justice Studies: LGBTQ+ Studies](#)

Rationale: The Associate in Arts in Social Justice Studies: Chicanx and Latinx Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in LGBTQ+ studies, and is comparable to the first two years of undergraduate study at a California State University.

Documents: [Narrative](#) [TMC](#)

SJS [Social Justice Studies: Native American and Indigenous Studies](#)

Rationale: The Associate in Arts in Social Justice Studies: Native American and Indigenous Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

Documents: [Narrative](#) [TMC](#)

Certificate

H **BAK** [Advanced Professional Skills in Baking & Pastry Arts](#)

Rationale: With the new "Alternate Pathway", students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller "Certificates of Completion", based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they've completed all 5 Introduction level classes, they can receive a "Certificate of Completion in Introduction to Baking & Pastry Skills". Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a "Certificate of Completion in Intermediate Baking & Pastry Skills". Once they've completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a "Certificate of Completion in Advanced Baking & Pastry Skills". Also, they can then apply for the "Certificate in Professional Skills of Baking & Pastry Arts" upon successful completion of all required courses.

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

Programs

New Programs

M N R Discussion

Action

Certificate

H **BAK** **Intermediate Professional Skills Baking & Pastry Arts**

Rationale: With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

H **BAK** **Introduction to Professional Skills in Baking & Pastry Arts**

Rationale: With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

Programs

New Programs

M N R Discussion

Action

Certificate

H **BAK** **Professional Skills of Baking & Pastry Arts**

Rationale: Currently, we are offering a “Traditional Pathway” for the Baking & Pastry Arts Program, where students are enrolled for 2 full semesters (Fall and Spring), taking Fundamentals of Baking & Pastry (CUL 46), and Advanced Baking & Pastry (CUL 47). In addition to these two classes, students start out with Food Safety & Sanitation (CUL 50), and also need to take Human Resources Management (MAG 56), and Nutrition (KIN 4). Together, this equals 25 credits, and the students are eligible to receive a Certificate in Baking & Pastry Arts. With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

NNA **Acute Care Nursing Assistant**

Rationale: Students are able to earn a certificate for completion of the Nursing Assistant program. The Acute Care Nursing Assistant certificate would allow students to earn an additional certificate to enter into the workforce with.

Documents: [Narrative](#)

NNA **Home Health Aide**

Rationale: Students are able to earn a certificate for completion of the Nursing Assistant program. The Home Health Aide certificate would allow students to earn an additional certificate to enter into the workforce with.

Documents: [Narrative](#)

Programs

New Programs

M N R

Discussion

Action

Certificate

H SCA [Automation Technician I](#) Narrative is incomplete, has some unit discrepancies. Regional consortium recommendation is missing. Need to determine what will happen with associates degree counterpart.

Rationale:

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

H SCA [Automation Technician II](#) Narrative is incomplete, has some unit discrepancies. Regional consortium recommendation is missing. Need to determine what will happen with associates degree counterpart.

Rationale:

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

H SCA [Automation Technician III](#) Narrative is incomplete, has some unit discrepancies. Regional consortium recommendation is missing. Need to determine what will happen with associates degree counterpart.

Rationale:

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

Degree & Certificate

HCA [Anesthesia Technology](#)

Rationale: Healthcare agency partners are in need of various healthcare technicians in the workforce to support licensed healthcare professionals in our region. This associate degree and/or certificate program aligns with Guided Pathways and the Nursing & Health-Related Sciences Pathway. Currently, Pasadena City College is the only community college that is offering this program. Locally, Kaiser Permanente, Riverside Community Hospital, Eisenhower, Desert Regional, and Loma Linda University Medical Center are using Anesthesia Technologist in their perioperative inpatient and outpatient areas. In addition, the SON has developed a new course for non-nursing professionals who may desire to transition and advance place into the ADN (RN) program which enables students to continue on an educational pathway.

Documents: [Narrative](#) [LMI](#) [Advisory Committee](#) [Regional Consortium](#)

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

- H** **BAK** **Advanced Professional Skills in Baking & Pastry Arts**
- Rationale: With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.

Documents: [Narrative](#) [LMI](#)

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

H	BAK	Intermediate Professional Skills in Baking & Pastry Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Rationale:	<p>With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.</p>			

Documents: [Narrative](#) [LMI](#)

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

- H** **BAK** [Introduction to Professional Skills in Baking & Pastry Arts](#)
- Rationale: With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.

Documents: [Narrative](#) [LMI](#)

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

H	BAK	Professional Skills of Baking & Pastry Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rationale:	With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well. Once they’ve completed all 5 Introduction level classes, they can receive a “Certificate of Completion in Introduction to Baking & Pastry Skills”. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a “Certificate of Completion in Intermediate Baking & Pastry Skills”. Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “Certificate of Completion in Advanced Baking & Pastry Skills”. Also, they can then apply for the “Certificate in Professional Skills of Baking & Pastry Arts” upon successful completion of all required courses.				

Documents: [Narrative](#) [LMI](#)

MAT	Mathematics Readiness	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rationale:	This certificate prepares students to be successful in college level mathematics.			

Documents: [Narrative](#)

Program Modifications

M N R Discussion

Action

ADT	ENG	English	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rationale:	Update is being made to delete ENG-35, Women in Literature, from List B on the ENG ADT as it will be deleted from the college inventory by 2024. In addition, a revision was made to the title of ENG 15 (American Literature II: 1865 to Present) to reflect the change in course name that was approved and adopted in 2022.				

PAL	Law, Public Policy, and Society	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rationale:	POL 3 is going through course deletion; must delete from ADT. Adding POL 5, Area 5.			

Technical Review Proposals for 10/03/2023

Proposals marked with a red "H" were held at a previous Tech Review meeting.

Documents in the Programs section without an underline have not yet been received by the Tech Review Committee.

Programs

Program Modifications

M N R Discussion

Action

ADT

PHI **Philosophy**

Rationale: With these amendments the MVC Philosophy ADT will include only courses in the most recent MVC Catalog and every MVC philosophy offering. Inclusion of HIS 14 / ETS 14 and HIS 15 / ETS /15 allows the ADT to include courses that satisfy the Area F Ethnic Studies requirement while complementing the overall course of study.

POL **Political Science**

Rationale: Included new POL courses and language needed updated in Goals and Objectives and Learning Outcomes.

SJS **Social Justice Studies: Gender Studies**

Rationale: The Associate in Arts in Social Justice Studies: Gender Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Women and Gender Studies and is comparable to the first two years of undergraduate study at a California State University. Course requirements have been updated to comply with the TMC.

Certificate

ADJ **Administration of Justice/Basic Public Safety Dispatch**

Rationale: Update to the program's TOP and CIP codes.

COS **Cosmetology Instructor Training**

Rationale: Courses had an increase in unit values, program is being updated to reflect change.

EAR **Early Childhood Education - Associate Teacher**

Rationale: The current name of the certificate is confusing for students. This name change will a) be clearer for students b) align with California Teacher Credentialing permit and c) be more similar to the wording for this certificate at other colleges.

NNA **Nursing Assistant**

Rationale: Adding a corequisite laboratory course, NNA-80A.

Degree & Certificate

ADJ **Administration of Justice/Law Enforcement Basic Peace Officer Academy Intensive**

Rationale: Updating program TOP and CIP codes.

Technical Review Proposals for 10/03/2023

Proposals marked with a red "H" were held at a previous Tech Review meeting.

Documents in the Programs section without an underline have not yet been received by the Tech Review Committee.

Programs

Program Modifications

M N R Discussion

Action

Degree & Certificate

ADJ **Administration of Justice/Law Enforcement Basic Peace Officer Modular Academy**

Rationale: P.O.S.T. Peace Officer Standards and Training added a new Learning Domain (#14 Officer Wellness) to this program. This increased the hours in all three Modules and Increased the overall unit total for this program.

NVN **Vocational Nursing**

Rationale: Revised courses in program as units/hours were re-distributed, added two corequisite laboratory courses, and removed three courses in which content was integrated into the four new courses.

Riverside Community College District
Technical Review Committee

Program Documentation for October 3, 2023

Program Outline

Title: Associate in Arts in Economics for Transfer Degree

Originator: Tamara Cummings **Date** 8/1/2023
Department: Social & Behavioral Sciences

College/Learning Pathway/Engagement Center: Norco - School of Social & Behavioral Sciences

TOPs Code:220400 **CIP Code:**

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.)

Type of ADT: Associate in Arts for Transfer Associate in Science for Transfer

This is a: New ADT* Modification to an existing ADT

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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.)

Rationale:

The Associate in Arts in Economics for Transfer degree proposed by Norco College represents an initiative to equip our students with a solid understanding and practical skills in the discipline of Economics. Given the increasing demand for economics professionals, as indicated by the Bureau of Labor Statistics, this degree ensures that our students are primed to capitalize on the diverse career opportunities this field offers. Economics, being fundamental to understanding diverse aspects of society, provides a firm foundation in analytical thinking, decision-making, and data interpretation skills. Our proposed ADT in Economics is developed with the intention of not only meeting our graduation requirements but also fulfilling lower-division requirements at four-year institutions, such as CSUs and UCs. By making this field of study more accessible and affordable, Norco College stands at the forefront of promoting educational equity, enhancing diversity within the economics profession, and contributing to the local and regional economy by equipping students with a solid foundation in Economics.

Required Documentation:

Please submit this form and the documents outlined below to your college’s Instructional Program Support Coordinator (IPSC) 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*)

Program Narrative

Item 1. Program Goals and Objectives

The Associate in Arts in Economics for Transfer degree program at Norco College is designed with three core learning goals in mind:

- The program aims to instill in students the ability to analyze and apply economic theories to understand markets, make informed decisions, and assess the impact of policy changes on the economy.
- The program will enhance the students' capacity to evaluate and interpret economic data, to inform their decision-making and evaluate the effectiveness of policies and market behavior in addressing economic disruptions.
- The program seeks to develop students' abilities to identify economic issues, apply critical thinking to make data-driven decisions, and communicate their analysis and conclusions effectively.

Item 2. Catalog Description

The Associate in Arts in Economics for Transfer degree at Norco College is designed for students who aim to transfer to a CSU with junior standing and pursue a Bachelor's degree in Economics. This program offers a comprehensive introduction to economic theories and their application, data analysis, critical thinking, and communication in the context of economics. The coursework is arranged to provide students with balanced theoretical understanding and practical exposure to concepts, which will prepare them for diverse career paths in economics including econometrics, machine learning and artificial intelligence, business, political science behavioral and/or environmental economics.

Program Learning Outcomes

- Students will analyze and apply microeconomic and macroeconomic theories to understand market equilibrium, make informed decisions, and assess the impact of policy changes on the economy.
- Students will evaluate and interpret economic data to inform decision-making and evaluate the effectiveness of governmental policies in addressing macroeconomic disruptions.

- Students will identify economic issues, apply critical thinking to make data-driven decisions, assess the efficacy of economic policies, and communicate their analysis and conclusions effectively.

Required Courses: 19-22 units

Course	Title	Units
ECO-7*/7H*	Principles of Macroeconomics/Honors	3
ECO-8*/8H*	Principles of Microeconomics/Honors	3
MAT-1A*/1AH* or MAT-5*	Calculus I/Honors Calculus for Business and Life Science	4 4
MAT-12*/12H* or PSY/SOC-48*	Statistics/Honors Statistics for the Behavioral Sciences	4 3
LIST A	Select from the list below	3-4
LIST B	Select from the list below	3-4

LIST A: Select one course from the following 3-4 units

Course	Title	Units
ACC-1A	Principles of Accounting I	3
ACC-1B	Principles of Accounting II	3
BUS-24	Business Communication	3
CIS-1A	Introduction to Computer Information Systems	3
MAT-1B*	Calculus II	4

LIST B: Select one course from the following 3-4 units

Course	Title	Units
Any List A course not used above		
ANT-2*/2H*	Cultural Anthropology/Honors	3
MAT-1C*	Calculus III	4
MAT-3*	Linear Algebra	3
POL 2*	Comparative Politics	3
POL-11*	Political Theory	3
PSY-1*/1H*	General Psychology/Honors	3
PSY-50*	Research Methods in Psychology	4
SOC-1*/1H*	Introduction to Sociology/Honors	3
SOC-50*	Introduction to Social Research Methods	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

Associate in Arts in Economics for Transfer Degree

The Associate in Arts in Economics 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).

Program Outline of Record – Associate Degree for Transfer (ADT)

Program Outline

Title: Associate Degree for Transfer in Social Justice Studies – Asian American Studies

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: 2201.90

CIP Code: 05.0206

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:

Rationale:

The mission of the Associate in Arts in Social Justice Studies: Asian American Studies for Transfer Degree is consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4 in that it offers academic instruction at the lower division level for both younger and older students, including those persons returning to school.

Further, students will be in a position to help advance California's economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement in a wide range of careers like education, literary studies, journalism, law, business, international relations, political science, psychology, anthropology, social science, theatre, performing arts and cultural studies, among others.

Moreover, the Associate in Arts in Social Justice Studies: Asian American Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

The course curriculum for the transfer degree meets the requirements for transfer to the California State University System baccalaureate degree programs in Ethnic Studies and Ethnic Studies-related disciplines such as Asian and Asian American Studies and Asian American and Pacific Islander Studies.

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:

- Discipline and Department minutes showing approval
- Narrative (*See next page*)
- Completed Chancellor's Office Template (TMC) (*Must be most current version available*)
- C-ID or ASSIST Articulation Information, as required by the TMC (*Work with your Articulation Officer to obtain this documentation*)

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student's passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies – Asian American Studies. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in Ethnic Studies, Asian American Studies, and Asian American and Pacific Islander Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts for Transfer in Social Justice Studies – Asian American Studies is designed to provide a clear pathway to a CSU major and baccalaureate programs in Social Justice or Ethnic Studies, or to programs focused in Asian American Studies. Asian American critically examines the history, issues, sociology, religion, experiences, culture, and policies relevant to Asian Americans. Students will study Asian American experiences from various groups, focusing on race, ethnicity, and the complex relations and phenomena of culture, power, oppression, equity, and equality. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Students will have to fulfill the following requirements to earn this degree:

- (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirement;
 - (B) A minimum of 18 semester units as required for the Associate in Arts for Transfer in Social Justice Studies – Ethnic Studies major.
- (2) Obtain an overall minimum grade point average of 2.0
- (3) Earn a grade of C or better in all courses required for the Associate in Arts for Transfer in Social Justice Studies – Ethnic Studies major.

Program Student Learning Outcomes:

Upon successful completion of this program, the student will be able to:

1. Understand the historical foundations of Asian American Studies and make connections with contemporary white supremacy and racial justice issues
2. Read, write, and discuss orally a variety of texts written by and about Asian Americans and Asian American activism.
3. Use art, film, music, and literature to critically examine and explore the history and struggle of Asian Americans in the United States and throughout the Asian sub-continent.
4. Analyze the histories and experiences of Asian Americans and the contributions they have made to racial justice, social justice, and the fight for equality in the United States.
5. Examine the ethical and moral implications inherent in the experiences of Asian Americans in their quest for social, moral, and economic justice.
6. Compare and contrast Asian American experiences with other experiences that are a part of or separate from Asian traditions.

Program Outline of Record – Associate Degree for Transfer (ADT)

7. Use qualitative and quantitative research methods in the behavioral and social sciences to better analyze issues related to Asian American Studies.

Total Units: 18-19 units

Required Core: 9 units

Course	Title	Units
ETS 1	Introduction to Ethnic Studies	3
SOC 15 OR SOC 25	Introduction to Women’s Studies OR Introduction to the Sociology of Sex and Gender	3
ETS 40	Interdisciplinary Research Methods in Ethnic Studies	3

Elective Courses: Choose 2 courses from at least two areas:

Area 1 – History or Government:

Course	Title	Units
ETS 23/POL 23	Race, Ethnicity, and Politics in America	3
ETS 44/HIS 44	Asian American History	3
HIS 42	History of East Asia	3

AREA 2 – Arts and Humanities:

Course	Title	Units
AHS 12	Asian Art History	3
ENG 24	Survey of Asian American Literature	3
ETS 7	Women of Color in the United States	3
PHI 36	Asian Philosophy	3

Area 3 – Social Science:

Course	Title	Units
ETS44/HIS 44	Asian American History	3
SOC 10/10H	Race and Ethnic Relations	3

Area 4 – Quantitative Reasoning and Research Methods:

Course	Title	Units
MAT 12/12H or	Introduction to Statistics/Honors	4
PSY 48/SOC 48	Introduction to Statistics for the Behavioral Sciences	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN Arts FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies – Asian American Studies 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).

Program Outline of Record – Associate Degree for Transfer (ADT)

Program Outline

Title: Associate Degree for Transfer in Social Justice Studies – Black Studies

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: 2201.80

CIP Code: 05.0201

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:

Rationale:

The mission of the Associate in Arts in Social Justice Studies: Black Studies for Transfer Degree is consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4 in that it offers academic instruction at the lower division level for both younger and older students, including those persons returning to school.

Further, students will be in a position to help advance California’s economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement in a wide range of careers like education, literary studies, journalism, law, business, international relations, political science, psychology, anthropology, social science, theatre, performing arts and cultural studies, among others.

Moreover, the Associate in Arts in Social Justice Studies: Black Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

The course curriculum for the transfer degree meets the requirements for transfer to the California State University System baccalaureate degree programs in African-American, Africana, Black, and Pan African Studies.

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:

Discipline and Department minutes showing approval

- Narrative (*See next page*)
- Completed Chancellor’s Office Template (TMC) (*Must be most current version available*)
- C-ID or ASSIST Articulation Information, as required by the TMC (*Work with your Articulation Officer to obtain this documentation*)

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student's passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies – Black Studies. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in Africana Studies/African American Studies/Black Studies/Pan African Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts for Transfer in Social Justice Studies – Black Studies is designed to provide a clear pathway to a CSU major and baccalaureate programs in Africana Studies/African American Studies/Black Studies/Pan African Studies. The Social Justice Studies – Black Studies will grant students with the opportunity to examine, analyze, and explore African Americans historically, socially, and politically. By employing a multi-disciplinary approach, this program shall allow students to thoroughly consider theoretical frameworks that have impacted the lives of African people in the United States. These theoretical infrastructures primarily include race, gender, and sexuality. Moreover, this course will expose students to the expanse of the African Diaspora, allowing students to recognize connections between African-Americans and African people who lived and are living in the Caribbean, Latin America, and Europe. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Students will have to fulfill the following requirements to earn this degree:

- (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirement;
 - (B) A minimum of 18 semester units as required for the Associate in Arts for Transfer in Social Justice Studies – Black Studies major.
- (2) Obtain an overall minimum grade point average of 2.0
- (3) Earn a grade of C or better in all courses required for the Associate in Arts for Transfer in Social Justice Studies – Black Studies major.

Program Student Learning Outcomes:

Upon successful completion of this program, the student will be able to:

1. Understand the historical foundations of Black Studies and make connections with contemporary white supremacy and racial justice issues
2. Read, write and discuss orally a variety of primary and secondary texts about African people in the United States and the African Diaspora.
3. Use art, film, music, and literature to critically examine and explore the history and struggle of African people in the United States and the African Diaspora.

Program Outline of Record – Associate Degree for Transfer (ADT)

4. Analyze the histories and experiences of African people and the contributions they have made to social justice and the fight for equality in the United States and the African Diaspora.
5. Examine the ethical and moral implications inherent in the experiences of African people in the United States and throughout the African Diaspora in their quest for social, moral and economic justice.
6. Compare and contrast the African American experience with other experiences that are a part of the African Diaspora.

Total Units: 18 - 19 units

Required Core: 9 units

Course	Title	Units
ETS 1	Introduction to Ethnic Studies	3
SOC 15 OR SOC 25	Introduction to Women’s Studies OR Introduction to the Sociology of Sex and Gender	3
ETS 3	Introduction to African American Studies	3

Elective Courses: Choose 2 courses from at least two areas:

Area 1 – History or Government:

Course	Title	Units
ETS 14/HIS 14	African American History I	3
ETS 15/HIS 15	African American History II	3
HIS 16	African History to 1800	3
HIS 17	African History from 1800 to Present	3

AREA 2 – Arts and Humanities:

Course	Title	Units
AHS 9	African Art History	3
ENG 20	Survey of African American Literature	3
ETS 7	Women of Color in the United States	3
ETS 8	Introduction to Black Feminism	3
ETS 13/PHI 14	Survey of Black Thought	3

Area 3 – Social Science:

Course	Title	Units
ETS 40	Interdisciplinary Research Methods in Ethnic Studies	3
SOC 10/10H	Race and Ethnic Relations	3

Area 4 – Quantitative Reasoning and Research Methods:

Course	Title	Units
MAT 12/12H	Introduction to Statistics/Honors	4
PSY 48/SOC 48	Introduction to Statistics for the Behavioral Sciences	3

Program Outline of Record – Associate Degree for Transfer (ADT)

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN Arts FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies – Black Studies 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).

Program Outline of Record – Associate Degree for Transfer (ADT)

Program Outline

Title: Associate Degree for Transfer in Social Justice Studies – Ethnic Studies

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: 2201.50

CIP Code: 05.0200

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:

Rationale:

The mission of the Associate in Arts in Social Justice Studies: Ethnic Studies for Transfer Degree is consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4 in that it offers academic instruction at the lower division level for both younger and older students, including those persons returning to school.

Further, students will be in a position to help advance California’s economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement in a wide range of careers like education, literary studies, journalism, law, business, international relations, political science, psychology, anthropology, social science, theatre, performing arts and cultural studies, among others.

Moreover, the Associate in Arts in Social Justice Studies: Ethnic Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

The course curriculum for the transfer degree meets the requirements for transfer to the California State University System baccalaureate degree programs in Ethnic Studies and Ethnic Studies-related disciplines such as African-American Studies, Africana Studies, Black Studies, Pan African Studies, Asian American and Pacific Islander Studies, Chicana and Latina Studies, and Native American and Indigenous Studies.

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:

- Discipline and Department minutes showing approval
- Narrative (*See next page*)
- Completed Chancellor's Office Template (TMC) (*Must be most current version available*)
- C-ID or ASSIST Articulation Information, as required by the TMC (*Work with your Articulation Officer to obtain this documentation*)

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student's passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies – Ethnic Studies. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in an Ethnic Studies discipline at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts for Transfer in Social Justice Studies – Ethnic Studies is designed to provide a clear pathway to a CSU major and baccalaureate programs in Social Justice or Ethnic Studies, or to programs focused on ethnic groups such as Africana Studies, Asian American Studies, Chicana/Latina Studies, or Native American and Indigenous Studies. Ethnic Studies is an inter-disciplinary and multi-disciplinary study that explores the ways that ethnicity, race, racism, and white supremacy shape the experiences of Black, Indigenous, and people of color in the United States. This discipline draws from the perspectives of other fields, such as History, Sociology, Anthropology, Education, Music, Art, and Literature to offer courses that present a diversity of topics. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Students will have to fulfill the following requirements to earn this degree:

- (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirement;
 - (B) A minimum of 18 semester units as required for the Associate in Arts for Transfer in Social Justice Studies – Ethnic Studies major.
- (2) Obtain an overall minimum grade point average of 2.0
- (3) Earn a grade of C or better in all courses required for the Associate in Arts for Transfer in Social Justice Studies – Ethnic Studies major.

Program Student Learning Outcomes:

Upon successful completion of this program, the student will be able to:

1. Utilize theoretical perspectives as they relate to structures and systems of power and oppression including critical ethnic studies, Critical Race Theory (CRT), feminist theory, or queer and transgender theory
2. Understand the historical foundations of Ethnic Studies, its constitutive disciplines, and make connections with contemporary racial and social justice issues
3. Employ the principles of Ethnic Studies to identify, explore, and analyze examples of white supremacy, racism, prejudice, discrimination, or oppression in historical or cultural frameworks
4. Identify and describe the general history of Black, Indigenous, and people of color in the United States.

Program Outline of Record – Associate Degree for Transfer (ADT)

5. Develop strategies and employ plans for empowering people to pursue social justice for all groups that are unfairly oppressed in our current society
6. Engage critical thinking and communication skills with a focus on racial, cultural, transnational, and global awareness
7. Use statistics or research methods in the humanities and social sciences to better analyze issues related to Ethnic Studies and Social Justice Studies
8. Analyze issues across multiple disciplines through a racial justice lens.

Total Units: 18 - 19 units

Required Core: 9 units

Course	Title	Units
ETS 1	Introduction to Ethnic Studies	3
SOC 15 OR SOC 25	Introduction to Women’s Studies OR Introduction to the Sociology of Sex and Gender	3
ETS 2/HIS 31 Or ETS 3 Or ETS 7	Introduction to Chicax and Latinx Studies Or Introduction to African American Studies Or Women of Color in the United States	3

Elective Courses: Choose 3 courses from at least two areas:

Area 1 – History or Government:

Course	Title	Units
ETS 2/HIS 31	Introduction to Chicax and Latinx Studies	3
ETS 14/HIS 14	African American History I	3
ETS 15/HIS 15	African American History II	3
ETS 21/POL 21	Latinx Politics	3
ETS 23/POL 23	Race, Ethnicity, and Politics in America	3
ETS 28/HIS 28	Native American History I: Early Contact Period	3
ETS 29/HIS 29	Native American History II: Contemporary Society	3
ETS 44/HIS 44	Asian American History	3
HIS 16	African History to 1800	3
HIS 17	African History from 1800 to the Present	3
HIS 25	History of Mexico	3
HIS 32	History of Early Latin America	3
HIS 33	History of Modern Latin America	3
HIS 42	History of East Asia	3
POL 20	Latin American Politics	3

AREA 2 – Arts and Humanities:

Course	Title	Units
AHS 9	African Art History	3
AHS 12	Asian Art History	3
ENG 18	Survey of Native American Literature	3
ENG 20	Survey of African American Literature	3

Program Outline of Record – Associate Degree for Transfer (ADT)

ENG 24	Survey of Asian American Literature	3
ENG 25	Latinx Literature of the United States	3
ETS 3	Introduction to African American Studies	3
ETS 7	Women of Color in the United States	3
ETS 8	Introduction to Black Feminism	3
ETS 13/PHI 14	Survey of Black Thought	3
MUS 89/89H	Music of Multicultural America	3
PHI 19	Native American Thought	3
SPA 12	Latin American Culture and Civilization	3

Area 3 – Social Science:

Course	Title	Units
ANT 4/ETS 27	Native American Cultures	3
ETS 40	Interdisciplinary Research Methods in Ethnic Studies	3
SOC 10/10H	Race and Ethnic Relations	3

Area 4 – Quantitative Reasoning and Research Methods:

Course	Title	Units
MAT 12/12H	Introduction to Statistics/Honors	4
PSY 48/SOC 48	Introduction to Statistics for the Behavioral Sciences	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN Arts FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies – Ethnic Studies 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).

Program Outline of Record – Associate Degree for Transfer (ADT)

Program Outline

Title: Associate Degree for Transfer in Social Justice Studies: LGBTQ+ Studies

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: 2201.40

CIP Code: 05.0208

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:

Rationale:

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:

- Discipline and Department minutes showing approval
- Narrative *(See next page)*
- Completed Chancellor's Office Template (TMC) *(Must be most current version available)*
- C-ID or ASSIST Articulation Information, as required by the TMC *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student’s passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies – LGBTQ+. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor’s Degree in LGBTQ+ Studies, Queer and Transgender Studies, and Sexuality Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts for Transfer in Social Justice Studies – LGBTQ+ Studies is designed to provide a clear pathway to a CSU major and baccalaureate programs in LGBTQ+ Studies, Queer and Transgender Studies, and Sexuality Studies. Queer and Transgender Studies offers students breadth of knowledge through a set of introductory courses addressing gender, sexuality, race, ethnicity, and class, and depth of knowledge courses that focus on queer and transgender experiences from an intersectional perspective. Coursework aims to understand and dismantle not only sexism, but also racism, homophobia/heterosexism, transphobia, classism, ableism, ageism, and other forms of institutionalized oppression. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in a field related to Social Justice, particularly at the California State University campuses. Related fields include Women and Gender Studies, Feminist Studies, Sexuality Studies, Ethnic Studies, Critical Race Studies, or any of a number of other CSU majors in this “area of emphasis.” California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Program Student Learning Outcomes:

Upon successful completion of this program, the student will be able to:

1. Utilize queer and transgender theory along with feminist theory to explore and analyze conceptions of power and oppression
2. Employ the principles of Queer and Transgender Studies to identify, explore, and analyze examples of prejudice, discrimination, or oppression in historical or cultural frameworks
3. Examine the process of gender socialization and critique gender binaries
4. Analyze queer and transgender experiences and gender/sexuality politics across cultures
5. Engage critical thinking and communication skills with a focus on cultural and global awareness
6. Use statistics or research methods in the behavioral and social sciences to better analyze issues related to Queer and Transgender Studies
7. Analyze issues across multiple disciplines through the lens of gender and sexuality.

Total Units: 18 - 19 units

Required Core: 9 units

Course	Title	Units
ETS 1	Introduction to Ethnic Studies	3
SOC 15 or	Introduction to Women’s Studies OR	3

Program Outline of Record – Associate Degree for Transfer (ADT)

SOC 25	Introduction to the Sociology of Sex and Gender	3
PHI 34	Philosophical Survey of Sex, Gender, and Sexuality	3

Elective Courses: Choose 2 courses from at least two areas:

Area 1 – History or Government:

Course	Title	Units
HIS 34	History of Women in the United States	3
HIS 38	LGBTQ+ History in the United States	3

AREA 2 – Arts and Humanities:

Course	Title	Units
ETS 7	Women of Color in the United States	3
ETS 8	Introduction to Black Feminism	3
ETS 13/ PHI 14	Survey of Black Thought	3

Area 3 – Social Science:

Course	Title	Units
BIO 16	Human Reproduction and Sexual Behavior	3
COM 13	Gender and Communication	3
PSY 11	Psychology of Human Sexuality	3
ETS 40	Interdisciplinary Research Methods in Ethnic Studies	3
SOC 21	Introduction to Deviance	3

Area 4 – Quantitative Reasoning and Research Methods:

Course	Title	Units
MAT 12/12H or	Introduction to Statistics/Honors	4
PSY 48/SOC 48	Introduction to Statistics for the Behavioral Sciences	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies – LGBTQ+ Studies 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 Pa

Program Outline of Record – Associate Degree for Transfer (ADT)

Program Outline

Title: Associate Degree for Transfer in Social Justice Studies – Native American and Indigenous Studies

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: 2201.91

CIP Code: 05.0202

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:

Rationale:

The mission of the Associate in Arts in Social Justice Studies: Native American and Indigenous Studies for Transfer Degree is consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4 in that it offers academic instruction at the lower division level for both younger and older students, including those persons returning to school.

Further, students will be in a position to help advance California’s economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement in a wide range of careers like education, literary studies, journalism, law, business, international relations, political science, psychology, anthropology, social science, theatre, performing arts and cultural studies, among others.

Moreover, the Associate in Arts in Social Justice Studies: Native American and Indigenous Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Africana studies, and is comparable to the first two years of undergraduate study at a California State University.

The course curriculum for the transfer degree meets the requirements for transfer to the California State University System baccalaureate degree programs in Ethnic Studies and Ethnic Studies-related disciplines such as American Indian Studies and Native American and Indigenous Studies.

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:

- Discipline and Department minutes showing approval
- Narrative (*See next page*)
- Completed Chancellor's Office Template (TMC) (*Must be most current version available*)
- C-ID or ASSIST Articulation Information, as required by the TMC (*Work with your Articulation Officer to obtain this documentation*)

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student's passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies – Native American and Indigenous Studies. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in American Indian Studies, Native American and Indigenous Studies, and Ethnic Studies disciplines at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts for Transfer in Social Justice Studies – Native American and Indigenous Studies (NAIS) is designed to provide a clear pathway to a CSU major and baccalaureate programs in Ethnic Studies, or to programs in American Indian Studies or Native American and Indigenous Studies. This interdisciplinary course of study examines the cultural, social, economic, political, and educational systems of Native and Indigenous communities. The NAIS program develops respect for, and understanding of, Native views, culture and history and provides learners with the Native perspective on contemporary issues. Students in NAIS develop and refine skills in creative and critical thinking and analysis and graduate prepared to succeed in any field they choose. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Students will have to fulfill the following requirements to earn this degree:

- (1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirement;
 - (B) A minimum of 18 semester units as required for the Associate in Arts for Transfer in Social Justice Studies – Native American and Indigenous Studies major.
- (2) Obtain an overall minimum grade point average of 2.0
- (3) Earn a grade of C or better in all courses required for the Associate in Arts for Transfer in Social Justice Studies – Native American and Indigenous Studies major.

Program Student Learning Outcomes:

Upon successful completion of this program, the student will be able to:

1. Understand the historical foundations of Native American and Indigenous Studies and make connections with contemporary racial and social justice issues
2. Explain the concept of tribal sovereignty and how tribal sovereignty is both restricted and acknowledged by the federal trust relationship and by relationships with the states
3. Understand the development of modern tribal governments and their functions and importance in contemporary society
4. Understand and appreciate the roles of history, culture, and politics in the development of tribal world views that relate to modern life and contemporary issues of concern for Native American peoples

Program Outline of Record – Associate Degree for Transfer (ADT)

5. Identify historical, cultural, and political diversity and significance in Native oral traditions and written literatures
6. Recognize stereotypes about Native American peoples and explain why these stereotypes were created and why they are sustained in modern society
7. Understand historical experiences and contemporary issues in North America from the perspective of Native American peoples

Total Units: 18-19 units

Required Core: 9 units

Course	Title	Units
ETS 1	Introduction to Ethnic Studies	3
SOC 15 OR SOC 25	Introduction to Women’s Studies OR Introduction to the Sociology of Sex and Gender	3
ETS 40	Interdisciplinary Research Methods in Ethnic Studies	3

Elective Courses: Choose 3 courses from at least two areas:

Area 1 – History or Government:

Course	Title	Units
ETS 23/POL 23	Race, Ethnicity, and Politics in America	3
ETS 28/HIS 28	Native American History I: Early Contact Period	3
ETS 29/HIS 29	Native American History II: Contemporary Society	3
HIS 32	History of Early Latin America	3

AREA 2 – Arts and Humanities:

Course	Title	Units
ENG 18	Survey of Native American Literature	3
ETS 7	Women of Color in the United States	3
PHI 19	Native American Thought	3

Area 3 – Social Science:

Course	Title	Units
ANT 4/ETS 27	Native American Cultures	3
ETS 23/POL 23	Race, Ethnicity, and Politics in America	3
ETS 28/HIS 28	Native American History I: Early Contact Period	3
ETS 29/HIS 29	Native American History II: Contemporary Society	3

Area 4 – Quantitative Reasoning and Research Methods:

Course	Title	Units
MAT 12/12H	Introduction to Statistics/Honors	4
PSY 48/SOC 48	Introduction to Statistics for the Behavioral Sciences	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN Arts FOR TRANSFER DEGREE

Program Outline of Record – Associate Degree for Transfer (ADT)

The Associate in Arts in Social Justice Studies – Native American and Indigenous Studies 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).

Program Outline

Title: **Advanced Professional Skills in Baking & Pastry Arts**

Originator: **Joshua M. Orlando**

Date 9/1/2023

Department: **Culinary Arts**

College/Learning Pathway/Engagement Center: **Riverside - Advanced Technical Arts and Trades**

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: **1306.30**

CIP Code: **1205.01**

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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they’ve completed all 5 Introduction level classes, they can receive a **“Certificate of Completion in Introduction to Baking & Pastry Skills”**. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a **“Certificate of Completion in Intermediate Baking & Pastry Skills”**.

Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level

courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “*Certificate of Completion in Advanced Baking & Pastry Skills*”. Also, they can then apply for the “*Certificate in Professional Skills of Baking & Pastry Arts*” upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

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.

Upon successful completion of this Certificate, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Students will demonstrate key considerations that are involved in planning a dessert menu. Study the basic concepts of figure, ground, line, contrast, pattern, proportion, color, symmetry, movement, unity, and balance. Students learn the principles of two- and three-dimensional design and develop language to analyze product design, plate presentations, decoration, and packaging on visual, tactile, and conceptual levels. Students will understand and use contemporary flavor pairing concepts.
- Students course will focus on chocolate and confectionery technology, ingredient function, and the production of chocolates and confections in an artisan setting. Vital concepts in both theory and practice will include controlling the crystallization of fats and sugars, manipulating water and free water in centers, and understanding the mechanics of emulsions. Students will apply their knowledge of these concepts in daily production of a wide range of chocolates and confections. Types of centers to be discussed and produced include varieties of ganache, crystalline and non-crystalline sugar confections, nut-based centers, jellies, and aerated confections. Ingredient function will focus on fats, nutritive sweeteners, dairy products, binding agents, and chocolate. Techniques include chocolate tempering methods, sugar cooking technique, hand dipping centers, and shell molding.
- Students will understand and demonstrate how to make and use pastillage, marzipan, nougatine, and prepare and use spun sugar, sugar centerpieces, and caramel decorations. Students will demonstrate critical safety measures when working with sugar, identify ingredients and equipment used for décor work, demonstrate proper techniques for pulling sugar for storage and future use, demonstrate the proper technique for handling kroquant and apply concepts on design to create a finished decorative centerpiece for display.

Item 2. Catalog Description

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

Students will have the opportunity to complete the final set of courses of a larger program in Professional Skills in Baking & Pastry Arts. Within this third mini-certificate option, students will have the opportunity to learn the advanced techniques of the trade. This will include plated desserts, confectionery techniques, advanced skills in cake decorating, as well as chocolate and sugar artistry.

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: 10 units

Course	Title	Units	Sequencing
BAK 80	Plated Desserts and Sauces	2.0	Semester 4, Spring
BAK 81	Candies, Confections, and Treats	2.0	Semester 4, Spring
BAK 82	Advanced Cake Decorating Skills	2.0	Semester 4, Spring
BAK 83	Chocolate Techniques and Bon Bons	2.0	Semester 4, Spring
BAK 84	Sugar Artistry and Pastillage	2.0	Semester 4, Spring

Elective Courses: units

Course	Title	Units	Sequencing

Total Program Units: 10 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.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Once the program is in full force, it would be expected to have between 30-60 graduates annually.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The college currently offers classes for Baking & Pastry Arts. These are less units courses, allowing students to take multiple within a semester within our Culinary Academy facilities.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

- Long Beach City College

- Cypress College
- Los Angeles Trade Technical College
- Pasadena City College
- Institute of Culinary Education

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: Intermediate Professional Skills Baking & Pastry Arts

Originator: Joshua M. Orlando

Date 9/1/2023

Department: Culinary Arts

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

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: 1306.30

CIP Code: 1205.01

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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they’ve completed all 5 Introduction level classes, they can receive a **“Certificate of Completion in Introduction to Baking & Pastry Skills”**. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a **“Certificate of Completion in Intermediate Baking & Pastry Skills”**.

Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level

courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “*Certificate of Completion in Advanced Baking & Pastry Skills*”. Also, they can then apply for the “*Certificate in Professional Skills of Baking & Pastry Arts*” upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

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.

Upon successful completion of this Certificate, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Prepare a variety of pie crusts and fillings. Form and bake a variety of pies and tarts. Prepare a variety of desserts and pastries using these techniques.
- Prepare a variety of pastries using eclair paste, meringues, and phyllo dough.
- Students will prepare a variety of cakes utilizing different icings such as buttercream, chocolate and fondant with an emphasis on preparing simple to complex filled and unfilled cakes. Students will also demonstrate basic finishing and decorating techniques.
- Students will prepare a variety hot desserts and cheesecakes. Students will also prepare different types of sauces for use with hot and cold desserts. Topics to be covered include fillings, icings, custards, mousses, and glazing techniques, along with a comparison of classical and modern dessert preparations and presentations.

Item 2. Catalog Description

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

Students will have the opportunity to complete the second set of courses of a larger program in Professional Skills in Baking & Pastry Arts. Within this second mini-certificate option, students will learn the remaining fundamental skills of the bakeshop, including cake mixing methods and techniques, understanding how pies and fillings are constructed, the essentials of basic breakfast breads and muffins, and the assembly of cakes utilizing various fillings and compositions. Students will also learn how the financial end of the bakeshop runs, by costing out recipes, and knowing how to manipulate the recipes to adjust the portion sizes.

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: 10 units

Course	Title	Units	Sequencing
CUL 50	ServSafe Food Safety	2.0	Semester 1, Summer
BAK 70	Cake Mixing Techniques	1.5	Semester 3, Spring
BAK 71	Pies, Tarts, and Fillings	1.5	Semester 3, Spring

BAK 72	Quickbreads, Muffins, and Pastries	1.5	Semester 3, Spring
BAK 73	Buttercreams and Cake Assembly Techniques	1.5	Semester 3, Spring
BAK 74	Cost Control for Professional Skills of Baking	2.0	Semester 3, Spring

Elective Courses: ___ units

Course	Title	Units	Sequencing

Total Program Units: 10 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.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Once the program is in full force, it would be expected to have between 30-60 graduates annually.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The college currently offers classes for Baking & Pastry Arts. These are less units courses, allowing students to take multiple within a semester within our Culinary Academy facilities.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

- Long Beach City College
- Cypress College
- Los Angeles Trade Technical College
- Pasadena City College
- Institute of Culinary Education

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: **Introduction Professional Skills in Baking & Pastry Arts**

Originator: **Joshua M. Orlando**

Date **9/1/2023**

Department: **Culinary Arts**

College/Learning Pathway/Engagement Center: **Riverside - Advanced Technical Arts and Trades**

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: **1306.30**

CIP Code: **1205.01**

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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they’ve completed all 5 Introduction level classes, they can receive a **“Certificate of Completion in Introduction to Baking & Pastry Skills”**. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a **“Certificate of Completion in Intermediate Baking & Pastry Skills”**.

Once they’ve completed all of the Intermediate level courses, they can then sign up for the Advanced level

courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a “*Certificate of Completion in Advanced Baking & Pastry Skills*”. Also, they can then apply for the “*Certificate in Professional Skills of Baking & Pastry Arts*” upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

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.

Upon successful completion of this Certificate, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Define and conduct food safety sanitation practices and apply them in a baking laboratory setting.
- Understand the elements of baking in a professional bakeshop, while using professional tools and equipment.
- Understand the elements of yeasted doughs and how they can be manipulated to form various items used within the industry.

Item 2. Catalog Description

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

Students will have the opportunity to complete the first set of courses of a larger program in Professional Skills in Baking & Pastry Arts. Within this first mini-certificate option, students will learn the essentials of the bakeshop, including making yeasted dough products, lean and enriched breads, laminated doughs, cookies and brownies, and the fundamental techniques for custards and cream items.

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: 10 units

Course	Title	Units	Sequencing
CUL 50	ServSafe Food Safety	2.0	Semester 1, Summer
BAK 65	Breads, Rolls, and Pastry Basics	1.5	Semester 2, Fall
BAK 66	Artisanal Breads	1.5	Semester 2, Fall
BAK 67	Viennoiserie and Breakfast Pastries	1.5	Semester 2, Fall
BAK 68	Cookie and Brownies	1.5	Semester 2, Fall
BAK 69	Custards and Creams	2.0	Semester 2, Fall

Elective Courses: units

Course	Title	Units	Sequencing

Total Program Units: 10 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.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student's needs and requirements.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Once the program is in full force, it would be expected to have between 30-60 graduates annually.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

The college currently offers classes for Baking & Pastry Arts. These are less units courses, allowing students to take multiple within a semester within our Culinary Academy facilities.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

- Long Beach City College
- Cypress College
- Los Angeles Trade Technical College
- Pasadena City College
- Institute of Culinary Education

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: Professional Skills of Baking & Pastry Arts

Originator: Joshua Orlando

Date 9/1/2023

Department: Culinary Arts

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

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: 1306.30

CIP Code: 1205.01

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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

Currently, we are offering a “Traditional Pathway” for the **Baking & Pastry Arts Program**, where students are enrolled for 2 full semesters (Fall and Spring), taking *Fundamentals of Baking & Pastry (CUL 46)*, and *Advanced Baking & Pastry (CUL 47)*. In addition to these two classes, students start out with *Food Safety & Sanitation (CUL 50)*, and also need to take *Human Resources Management (MAG 56)*, and *Nutrition (KIN 4)*. Together, this equals 25 credits, and the students are eligible to receive a *Certificate in Baking & Pastry Arts*.

With the new “Alternate Pathway”, students will be able to complete a similar certificate at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”, based on Introduction, Intermediate, and Advanced

skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they've completed all 5 Introduction level classes, they can receive a ***“Certificate of Completion in Introduction to Baking & Pastry Skills”***. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a ***“Certificate of Completion in Intermediate Baking & Pastry Skills”***.

Once they've completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a ***“Certificate of Completion in Advanced Baking & Pastry Skills”***. Also, they can then apply for the ***“Certificate in Professional Skills of Baking & Pastry Arts”*** upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

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.

Upon successful completion of this program, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Define and conduct food safety sanitation practices and apply them in a baking laboratory setting.
- Understand the elements of baking in a professional bakeshop, while using professional tools and equipment.
- Understand the components of making and plating a dessert, including making all of the components from scratch.
- Prepare a basic element such as Prepare basic elements such as pâte à choux, pastry cream, and laminated doughs
- Understand the skillsets required for advanced pastry techniques, such as chocolate, sugar artistry, and pastillage.

Item 2. Catalog Description

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

The Professional Skills in Baking & Pastry Arts Program at Riverside City College focuses on professional learning objectives through our Career & Technical Education division. This program is designed for those who have in interest in baking and pastry arts, while allowing them to complete other studies at the same time. Although this track will take longer to complete, students are not limited to the commitment of a full-time program. As the program unfolds, students within our community and surrounding areas, will learn the fundamentals of baking and pastry arts, from yeast dough formulation to cakes and pastries from around the globe. Additionally, students will learn the proper food safety and sanitation practices as set forth by industry benchmarks. This knowledge is captured through traditional styles of learning, as well as a hands on approach where students can grasp a better understanding of the material. As they advance through the program, students continue representing their personal styles and cultural backgrounds through their plated desserts, to advanced techniques such as chocolate and sugar artistry. Students are encouraged through critical thinking, on how baking ingredients function, and the roles they contribute throughout the baking processes. To further enhance their knowledge and outreach within the community, students will need to communicate and collaborate with industry partners and leaders, to solidify their learnings.

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: 28 units

Course	Title	Units	Sequencing
CUL 50	ServSafe Food Safety	2.0	Semester 1, Summer
BAK 65	Breads, Rolls, and Pastry Basics	1.5	Semester 2, Fall
BAK 66	Artisanal Breads	1.5	Semester 2, Fall
BAK 67	Viennoiserie and Breakfast Pastries	1.5	Semester 2, Fall
BAK 68	Cookie and Brownies	1.5	Semester 2, Fall
BAK 69	Custards and Creams	2.0	Semester 2, Fall
BAK 70	Cake Mixing Techniques	1.5	Semester 3, Spring
BAK 71	Pies, Tarts, and Fillings	1.5	Semester 3, Spring
BAK 72	Quickbreads, Muffins, and Pastries	1.5	Semester 3, Spring
BAK 73	Buttercreams and Cake Assembly Techniques	1.5	Semester 3, Spring
BAK 74	Cost Control for Professional Skills of Baking	2.0	Semester 3, Spring
BAK 80	Plated Desserts and Sauces	2.0	Semester 4, Spring
BAK 81	Candies, Confections, and Treats	2.0	Semester 4, Spring
BAK 82	Advanced Cake Decorating Skills	2.0	Semester 4, Spring
BAK 83	Chocolate Techniques and Bon Bons	2.0	Semester 4, Spring
BAK 84	Sugar Artistry and Pastillage	2.0	Semester 4, Spring

Elective Courses: units

Course	Title	Units	Sequencing

Total Program Units: 28 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.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Once the program is in full force, it would be expected to have between 30-45 graduates annually.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The college currently offers classes for Baking & Pastry Arts. These are less units courses, allowing students to take multiple within a semester within our Culinary Academy facilities.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

- Long Beach City College
- Cypress College
- Los Angeles Trade Technical College
- Pasadena City College
- Institute of Culinary Education

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: Acute Care Nursing Assistant

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: 1230.30 **CIP Code:** 513902

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate 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:

Rationale:

Students are able to earn a certificate for completion of the Nursing Assistant program. The Acute Care Nursing Assistant certificate would allow students to earn an additional certificate to enter into the workforce with.

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

- Discipline and 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

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 modifications)*
- Regional Consortium Recommendation *(required for new programs only)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office cannot appear on student transcripts and the college cannot receive apportionment for program completions.*

Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.

Program Narrative

Item 1. Program Goals and Objectives

Mission of Riverside City College: Riverside City College provides a high-quality affordable education and engages with a diverse community of learners by offering pre-college, transferable, and career-technical courses leading to locally-approved and state-approved certificates, associate degrees, associate degrees for transfer, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking; develops information competency and technological literacy; expands communication skills, and promotes self-development and global awareness. To encourage student success, the College provides comprehensive learning and student support services; co-curricular activities; and community and Arts programs. RCC supports and empowers students as they work toward individual achievement, intellectual curiosity, and life-long learning.

The mission of the RCC School of Nursing: The RCC School of Nursing provides excellence in education to a diverse student population to meet the healthcare needs of our community members by engaging in professional nursing practice.

The nursing program contributes to the mission of the college by offering a career pathway towards a nursing assistant certificate to meet the healthcare needs of the local community.

Increase the number of Acute Care Nurse Assistants to meet the needs of the local community.

Item 2. Catalog Description

Prepares the student to function in the acute care settings including hospitals and sub-acute facilities. Designed to assist Certified Nurse Assistants in adapting their nursing skills to the requirements of clients in acute care settings, including communication, patient assessment, observation, reporting and reinforcement of basic skills and procedures. Includes demonstration of required skills and supervised practice in acute care clinical settings.

Program Learning Outcomes

1. Provide quality, safe, patient-centered care as an acute care nursing assistant designed by the state-mandated theory and clinical modules.
2. Demonstrates appropriate ethical, legal and professional principles while implementing the acute care nursing assistant role.
3. Performs the duties of the acute care nursing assistant under the leadership of the licensed vocational or registered nurse.
4. Demonstrates caring behaviors through acute care nursing assistant skills that positively influence health outcomes and displays sensitivity to the values of others.
5. Maintains collaborative relationships with other members of the healthcare team.
6. Uses critical thinking principles as an acute care nursing assistant to recognize and report impending emergencies in the acute care setting.

7. Utilizes technology to perform designated tasks and skills.

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: 8.5 - 11 units

Course	Title	Units	Sequencing
NNA-80	Nursing Assistant Training Program (NATP)	6	Term 1 if selected
AND		AND	
NNA-80A	Nursing Learning Laboratory	0.5	
OR	Foundations of Nursing Practice Across the Lifespan	8.5	Term 1 if selected
NRN-11		AND	
AND			
NRN-11A	Nursing Learning Laboratory	0.5	
NNA-86	Acute Care Nurse Assistant	2	Intersession

Elective Courses: units

Course	Title	Units	Sequencing

Total Program Units: 8.5-11 units

Item 4. Master Planning

NNA-86 is already offered as part of the Nursing program. No additional resources are needed.

Item 5. Enrollment and Completer Projections

Approximately 70-80 students complete these requirements to earn a certificate annually. Enrollment in the Nursing Assistant Program is increasing in Spring 2024 which will likely increase annual completion.

Item 6. Place of Program in Curriculum/Similar Programs

NNA-86 is offered during the Winter and Summer sessions after the completion of NNA-80.

Item 7. Similar Programs at Other Colleges in Service Area

1. Rio Hondo College
2. Chaffey College
3. Crafton Hills

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: Home Health Aide

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: 1230.80 **CIP Code:** 512602

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate 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:

Rationale:

Students are able to earn a certificate for completion of the Nursing Assistant program. The Home Health Aide certificate would allow students to earn an additional certificate to enter into the workforce with.

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

- Discipline and 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

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 modifications)*
- Regional Consortium Recommendation *(required for new programs only)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office*

cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.

Program Narrative

Item 1. Program Goals and Objectives

Mission of Riverside City College: Riverside City College provides a high-quality affordable education and engages with a diverse community of learners by offering pre-college, transferable, and career-technical courses leading to locally-approved and state-approved certificates, associate degrees, associate degrees for transfer, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking; develops information competency and technological literacy; expands communication skills, and promotes self-development and global awareness. To encourage student success, the College provides comprehensive learning and student support services; co-curricular activities; and community and Arts programs. RCC supports and empowers students as they work toward individual achievement, intellectual curiosity, and life-long learning.

The mission of the RCC School of Nursing: The RCC School of Nursing provides excellence in education to a diverse student population to meet the healthcare needs of our community members by engaging in professional nursing practice.

The nursing program contributes to the mission of the college by offering a career pathway towards a nursing assistant certificate to meet the healthcare needs of the local community.

Increase the number of Home Health Aides to meet the needs of the local community.

Item 2. Catalog Description

Provides overview of home health care agencies. Focuses on the roles and responsibilities of Certified Home Health Aides. Includes discussion of federal & state regulations, guidelines for provision of direct care in home settings, and supervised clinical practice in home or long-term care settings.

Program Learning Outcomes

1. Provide quality, safe, patient-centered care as a home health aide designed by the state-mandated theory and clinical modules.
2. Demonstrates appropriate ethical, legal and professional principles while implementing the home health aide (HHA) role.
3. Performs the duties of the home health aide (HHA) under the leadership of the licensed vocational or registered nurse.
4. Demonstrates caring behaviors through home health aide skills that positively influence health outcomes and displays sensitivity to the values of others.
5. Maintains collaborative relationships with other members of the healthcare team.
6. Uses critical thinking principles as a home health aide to recognize and report impending emergencies in the home care setting.

7. Utilizes technology to perform designated tasks and skills.

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: 7.5-10 units

Course	Title	Units	Sequencing
NNA-80	Nursing Assistant Training Program (NATP)	6	Term 1 if selected
AND		AND	
NNA-80A	Nursing Learning Laboratory	0.5	
OR	Foundations of Nursing Practice Across the Lifespan	8.5	Term 1 if selected
NRN-11		AND	
AND			
NRN-11A	Nursing Learning Laboratory	0.5	
NNA-81	Home Health Aide	1	Intersession

Elective Courses: units

Course	Title	Units	Sequencing

Total Program Units: 7.5-10 units

Item 4. Master Planning

NNA-81 is already offered as part of the Nursing program. No additional resources are needed.

Item 5. Enrollment and Completer Projections

20-40 annually. We have not been able to offer the course due to faculty and/or low enrollment therefore, we are hoping by making a certificate out of it and partnering through apprenticeship with home health agencies that we will be able to fill the course.

Item 6. Place of Program in Curriculum/Similar Programs

NNA-81 is offered during the Winter and Summer sessions after the completion of NNA-80.

Item 7. Similar Programs at Other Colleges in Service Area

1. Rio Hondo College
2. Chaffey College
3. Crafton Hills

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: Automation Technician I

Originator: Paul Van Hulle and Jesus Vela

Date 2/23/2023

Department: BEIT/Manufacturing

College/Learning Pathway/Engagement Center: Norco - School of Science, Technology, Engineering & Mathematics

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: 0935.00

CIP Code: ??

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

**This is a modification to the Industrial Automation Certificate numbered
NAS737/NAS737B/NAS737C/NCE737**

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

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.

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

- Demonstrate knowledge of tools and testing methods for maintenance techniques.
- Apply maintenance fundamentals to simulated and actual workplace applications.
- Recognize, identify, and describe the functions of hand and power tools.
- Troubleshoot and repair a given, complex configuration of maintenance equipment

Item 2. Catalog Description

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

The Associate in Science in the Industrial Automation program prepares students for jobs such as entry-level facility maintenance technician, field service technician, industrial maintenance technician, maintenance mechanic, or maintenance repair mechanic.

The Industrial Automation part 1 certificate covers skills in: tools and testing methods for the automation industry, safety standards, robotic operation, and programming.

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: 13 units

Course	Title	Units	Sequencing
SCA 1	Introduction to Automated Warehousing	3	Fall 1
MAN 61	Robotics for Manufacturing	3	Fall 1
MAN/ELE 64	Programmable Logic Controllers	3	Fall 1
ELE 10	Survey of Electronics	4	Spring 1

Total Program Units: 13 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.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

During the 2018-21 academic years we had 9 students CCC Annual average credentials at Norco College. By making changes to the certificate and splitting up the proposed certificate into three parts we are hoping to increase the number of students in the industrial automation program. Shown below is a graphic from the Centers of Excellence for labor market research five-year projections for the mechatronics occupational group there is a 7% change for new jobs. 23% of workers related to the profession are over 55 in our area. “In 2020, there were 1,762 total mechatronics jobs in the region. Employment for the community college-level mechatronics occupational group is projected to increase by 6% through 2025, with 58 combined annual job openings expected annually.”

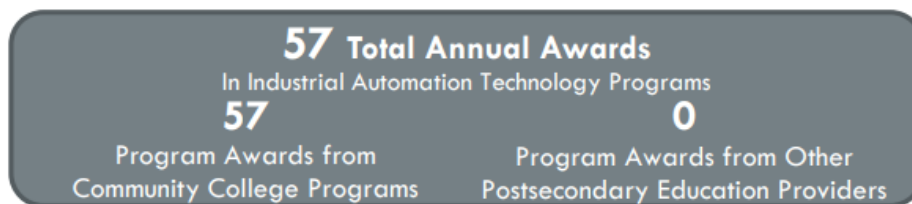
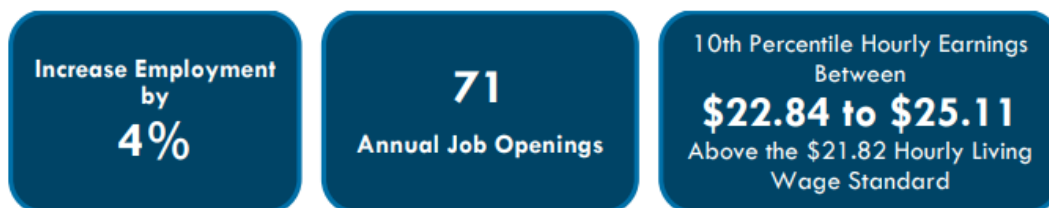
Industrial Automation Technology

Inland Empire/Desert Region (Riverside and San Bernardino counties)

Summary



Over the next five years (2021-2026), employment for community college-level industrial automation occupations is projected to



A green box with a thumbs up icon and white text containing the following information:

- The Inland Empire/Desert Centers of Excellence**
- Recommends**
- Industrial Automation Program Expansion**
to meet the need for more workers in the region

Job Counts and Projections

In 2021, there were 776 jobs in the industrial automation occupational group in the region. Regional employment for the industrial automation occupational group is projected to increase by 4% through 2026; 71 job openings are projected annually. Exhibit 1 displays the job counts, five-year projected job growth, job openings, and the share of incumbent workers aged 55 years and greater in the region.

Exhibit 1. Five-year projections for the industrial automation occupational group, Inland Empire/Desert Region, 2021-2026

Occupation	2021 Jobs	2026 Jobs	5-Yr % Change	5-Yr Openings (New + Replacement Jobs)	Annual Openings (New + Replacement Jobs)	% of workers age 55+
Electrical and Electronics Repairers, Commercial and Industrial Equipment	648	683	5%	294	59	17%
Electro-Mechanical and Mechatronics Technologists and Technicians	127	126	(1%)	59	12	29%
Total	776	810	4%	354	71	19%

Source: Lightcast 2022.4

Exhibit 2. Job ads and time to fill, California, February 2022 through January 2023

Occupation	Job Ads	Median Posting Duration (Days)
Electro-Mechanical and Mechatronics Technologists and Technicians	265	29
Electrical and Electronics Repairers, Commercial and Industrial Equipment	1	N/A
Total	266	29

Source: Lightcast 2022.4

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The Industrial Automation program should be shown in the Manufacturing, Electronics and Electrician programs.

Many of the courses that are in this program are also in the Supply Chain Automation, Digital Electronics, and the Electrician programs. We will also be creating a new Robotics program that will have some of the courses that are in the Industrial Automation program.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Examining the two graphics shown below from the Centers of excellence for labor market research Chaffey has a successful program in mechatronics, electrical systems, and power transmission technology

with 32 annual average credentials for the academic years 2018-2021. The two programs at Chaffey college are divided into 3-4 levels like what we are proposing.

Student Completions and Programs Outcomes

Three regional community colleges currently use four program codes in their programs related to industrial automation technology. Combined, regional community college industrial automation technology programs have issued 57 awards annually over the last three academic years, 2019-2022. Exhibit 10 displays each regional industrial automation technology programs and award types students earn upon program completion.

Exhibit 10: Industrial automation-related programs, Inland Empire/Desert Region, 2022-23 academic year

College	TOP Program (TOP Code)	Local Program Title	Award
Chaffey	Electrical Systems and Power Transmission (0934.40)	Industrial Electrical Technology	Associate Degree
		Industrial Electrical Technology Level I	Certificate
		Industrial Electrical Technology Level II	Certificate
		Industrial Electrical Technology Level III	Certificate
	Electro-Mechanical Technology (0935.00)	Mechatronics	A.S. Degree
		Mechatronics Level I	Certificate
		Mechatronics Level II	Certificate
Norco	Manufacturing and Industrial Technology (0956.00)	Industrial Automation	Associate Degree/Certificate
		Supply Chain Automation	Associate Degree/Certificate
	San Bernardino Valley	Industrial System Technology and Maintenance (0945.00)	Industrial Automation

Source: COCI, 2022-23 Community College Catalogs

Exhibits 11 – 14 display student completions for electrical systems and power transmission (TOP 0934.40), electro-mechanical technology (0935.00), industrial systems technology and maintenance (0945.00), and manufacturing and industrial technology (0956.00) programs related to industrial automation technology over the last three academic years, 2019-2022. In the previous three academic years, Chaffey College issued three awards annually in electro-mechanical technology programs and 44 awards in electrical systems and power transmission programs. San Bernardino Valley College issued one award annually in its industrial systems technology and maintenance program. Norco College issued an annual average of nine awards over the last three academic years in manufacturing and industrial technology programs related to industrial automation. Program completion and student outcome methodologies can be found in the appendix.

Exhibit 11: Annual average community college awards for electrical systems and power transmission programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0934.40 – Electrical Systems and Power Transmission (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Chaffey (Industrial Electrical Technology/Industrial Electrical Technology Level I/II/III)				44
Associate Degree	8	6	16	10
Certificate 16 < 30-semester units	35	12	14	20
Certificate 30 < 60-semester units	10	10	19	13
Certificate 6 < 18-semester units	2	1	0	1
Total	55	29	49	44

Source: MIS Data Mart, COCI

Program Outline of Record – Credit Degrees and Certificates

Exhibit 12: Annual average community college awards for electro-mechanical technology programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0935.00 – Electro-Mechanical Technology (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Chaffey (Electromechanical Technology//Mechatronics/ Mechatronics Level I & II)				3
Associate Degree	0	0	3	1
Certificate 16 < 30-semester units	0	2	1	1
Certificate 8 < 16-semester units	0	2	2	1
Total	0	4	6	3

Source: MIS Data Mart, COCI

Exhibit 13: Annual average community college awards for industrial systems technology and maintenance programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0945.00 – Industrial Systems Technology and Maintenance (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
San Bernardino Valley (Industrial Automation)				1
Certificate 30 < 60-semester units	0	1	1	1
Total	0	1	1	1

Source: MIS Data Mart, COCI

Exhibit 14: Annual average community college awards for manufacturing and industrial technology programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0956.00 – Manufacturing and Industrial Technology (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Norco (Industrial Automation/Supply Chain Automation)				9
Associate Degree	2	3	0	2
Certificate 16 < 30-semester units	10	4	2	5
Certificate 6 < 18-semester units	3	1	2	2
Total	15	8	4	9

Source: MIS Data Mart, COCI

California program outcome data may provide useful insight into the likelihood of success for the proposed program. Community college student outcome information based on the selected TOP code and region is provided in Exhibits 15 – 18.

Item 8. Transfer Preparation Information (if applicable)

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

None, this certificate does not transfer to any other colleges/universities currently.

**Record –
Credit Degrees and Certificates**

Program Outline

Title: Automation Technician II

Originator: Paul Van Hulle and Jesus Vela

Date 2/23/2023

Department: BEIT/Manufacturing

College/Learning Pathway/Engagement Center: Norco - School of Science, Technology, Engineering & Mathematics

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: 0935.00

CIP Code: ??

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

This is a modification to the Industrial Automation Certificate numbered NAS737/NAS737B/NAS737C/NCE737

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

**Record –
Credit Degrees and Certificates**

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

**Record –
 Credit Degrees and Certificates**

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.

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

- Demonstrate knowledge of tools and testing methods for maintenance techniques.
- Apply maintenance fundamentals to simulated and actual workplace applications.
- Recognize, identify, and describe the functions of hand and power tools.
- Troubleshoot and repair a given, complex configuration of maintenance equipment

Item 2. Catalog Description

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

The Associate in Science in the Industrial Automation program prepares students for jobs such as entry-level facility maintenance technician, field service technician, industrial maintenance technician, maintenance mechanic, or maintenance repair mechanic.

The Industrial Automation part 1 certificate covers skills in: tools and testing methods for the automation industry, safety standards, robotic operation, and programming.

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: 28 units

Course	Title	Units	Sequencing
SCA 1	Introduction to Automated Warehousing	3	Fall 1
MAN 61	Robotics for Manufacturing	3	Fall 1
ELE 10	Survey of Electronics	4	Spring 1
ELE/ELC/MAN 77	Electrical Theory for Electricians	3	Spring 1
SCA 10	Industrial Automation 1	4	Spring 1
ELE/ELC/MAN 74	Industrial Wiring and Controls	4	Fall 2
MAN/ELE 64	Programmable Logic Controllers	3	Fall 1
MAN/ELE 67	Programmable logic controllers using Siemens	3	Spring 2

Total Program Units: 27 units

**Record –
Credit Degrees and Certificates**

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.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

During the 2018-21 academic years we had 9 students CCC Annual average credentials at Norco College. By making changes to the certificate and splitting up the proposed certificate into three parts we are hoping to increase the number of students in the industrial automation program. Shown below is a graphic from the Centers of Excellence for labor market research five-year projections for the mechatronics occupational group there is a 7% change for new jobs. 23% of workers related to the profession are over 55 in our area. “In 2020, there were 1,762 total mechatronics jobs in the region. Employment for the community college-level mechatronics occupational group is projected to increase by 6% through 2025, with 58 combined annual job openings expected annually.”

**Record –
 Credit Degrees and Certificates**

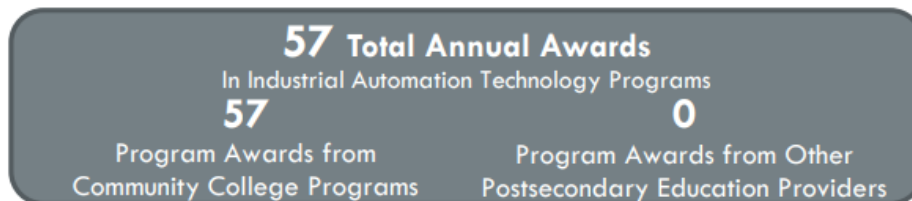
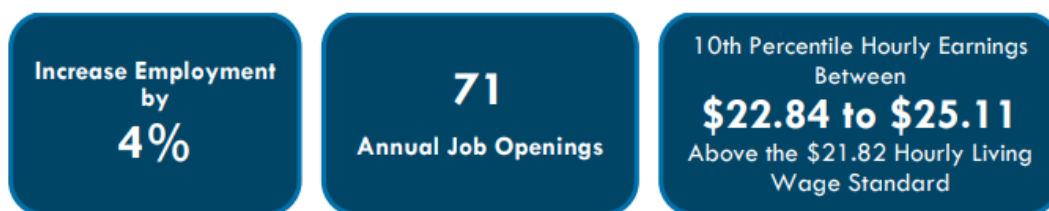
Industrial Automation Technology

Inland Empire/Desert Region (Riverside and San Bernardino counties)

Summary



Over the next five years (2021-2026), employment for community college-level industrial automation occupations is projected to



The Inland Empire/Desert Centers of Excellence
 **Recommends**
 Industrial Automation Program Expansion
 to meet the need for more workers in the region

**Record –
 Credit Degrees and Certificates**

Job Counts and Projections

In 2021, there were 776 jobs in the industrial automation occupational group in the region. Regional employment for the industrial automation occupational group is projected to increase by 4% through 2026; 71 job openings are projected annually. Exhibit 1 displays the job counts, five-year projected job growth, job openings, and the share of incumbent workers aged 55 years and greater in the region.

Exhibit 1. Five-year projections for the industrial automation occupational group, Inland Empire/Desert Region, 2021-2026

Occupation	2021 Jobs	2026 Jobs	5-Yr % Change	5-Yr Openings (New + Replacement Jobs)	Annual Openings (New + Replacement Jobs)	% of workers age 55+
Electrical and Electronics Repairers, Commercial and Industrial Equipment	648	683	5%	294	59	17%
Electro-Mechanical and Mechatronics Technologists and Technicians	127	126	(1%)	59	12	29%
Total	776	810	4%	354	71	19%

Source: Lightcast 2022.4

Exhibit 2. Job ads and time to fill, California, February 2022 through January 2023

Occupation	Job Ads	Median Posting Duration (Days)
Electro-Mechanical and Mechatronics Technologists and Technicians	265	29
Electrical and Electronics Repairers, Commercial and Industrial Equipment	1	N/A
Total	266	29

Source: Lightcast 2022.4

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The Industrial Automation program should be shown in the Manufacturing, Electronics and Electrician programs.

Many of the courses that are in this program are also in the Supply Chain Automation, Digital Electronics, and the Electrician programs. We will also be creating a new Robotics program that will have some of the courses that are in the Industrial Automation program.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Examining the two graphics shown below from the Centers of excellence for labor market research

Chaffey

**Record –
 Credit Degrees and Certificates**

has a successful program in mechatronics, electrical systems, and power transmission technology with 32 annual average credentials for the academic years 2018-2021. The two programs at Chaffey college are divided into 3-4 levels like what we are proposing.

Student Completions and Programs Outcomes

Three regional community colleges currently use four program codes in their programs related to industrial automation technology. Combined, regional community college industrial automation technology programs have issued 57 awards annually over the last three academic years, 2019-2022. Exhibit 10 displays each regional industrial automation technology programs and award types students earn upon program completion.

Exhibit 10: Industrial automation-related programs, Inland Empire/Desert Region, 2022-23 academic year

College	TOP Program (TOP Code)	Local Program Title	Award
Chaffey	Electrical Systems and Power Transmission (0934.40)	Industrial Electrical Technology	Associate Degree
		Industrial Electrical Technology Level I	Certificate
		Industrial Electrical Technology Level II	Certificate
		Industrial Electrical Technology Level III	Certificate
	Electro-Mechanical Technology (0935.00)	Mechatronics	A.S. Degree
		Mechatronics Level I	Certificate
		Mechatronics Level II	Certificate
Norco	Manufacturing and Industrial Technology (0956.00)	Electromechanical Technology	Certificate
		Industrial Automation	Associate Degree/Certificate
	Supply Chain Automation	Associate Degree/Certificate	
San Bernardino Valley	Industrial System Technology and Maintenance (0945.00)	Industrial Automation	Certificate

Source: COCI, 2022-23 Community College Catalogs

**Record –
 Credit Degrees and Certificates**

Exhibits 11 – 14 display student completions for electrical systems and power transmission (TOP 0934.40), electro-mechanical technology (0935.00), industrial systems technology and maintenance (0945.00), and manufacturing and industrial technology (0956.00) programs related to industrial automation technology over the last three academic years, 2019-2022. In the previous three academic years, Chaffey College issued three awards annually in electro-mechanical technology programs and 44 awards in electrical systems and power transmission programs. San Bernardino Valley College issued one award annually in its industrial systems technology and maintenance program. Norco College issued an annual average of nine awards over the last three academic years in manufacturing and industrial technology programs related to industrial automation. Program completion and student outcome methodologies can be found in the appendix.

Exhibit 11: Annual average community college awards for electrical systems and power transmission programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0934.40 – Electrical Systems and Power Transmission (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Chaffey (Industrial Electrical Technology/Industrial Electrical Technology Level I/II/III)				44
Associate Degree	8	6	16	10
Certificate 16 < 30-semester units	35	12	14	20
Certificate 30 < 60-semester units	10	10	19	13
Certificate 6 < 18-semester units	2	1	0	1
Total	55	29	49	44

Source: MIS Data Mart, COCI

**Record –
 Credit Degrees and Certificates**

Exhibit 12: Annual average community college awards for electro-mechanical technology programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0935.00 – Electro-Mechanical Technology (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Chaffey (Electromechanical Technology/Mechatronics/ Mechatronics Level I & II)				3
Associate Degree	0	0	3	1
Certificate 16 < 30-semester units	0	2	1	1
Certificate 8 < 16-semester units	0	2	2	1
Total	0	4	6	3

Source: MIS Data Mart, COCI

Exhibit 13: Annual average community college awards for industrial systems technology and maintenance programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0945.00 – Industrial Systems Technology and Maintenance (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
San Bernardino Valley (Industrial Automation)				1
Certificate 30 < 60-semester units	0	1	1	1
Total	0	1	1	1

Source: MIS Data Mart, COCI

Exhibit 14: Annual average community college awards for manufacturing and industrial technology programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0956.00 – Manufacturing and Industrial Technology (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Norco (Industrial Automation/Supply Chain Automation)				9
Associate Degree	2	3	0	2
Certificate 16 < 30-semester units	10	4	2	5
Certificate 6 < 18-semester units	3	1	2	2
Total	15	8	4	9

Source: MIS Data Mart, COCI

California program outcome data may provide useful insight into the likelihood of success for the proposed program. Community college student outcome information based on the selected TOP code and region is provided in Exhibits 15 – 18.

Item 8. Transfer Preparation Information (if applicable)

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

**Record –
Credit Degrees and Certificates**

None, this certificate does not transfer to any other colleges/universities currently.

Program Outline

Title: Automation Technician III

Originator: Paul Van Hulle and Jesus Vela

Date 2/23/2023

Department: BEIT/Manufacturing

College/Learning Pathway/Engagement Center: Norco - School of Science, Technology, Engineering & Mathematics

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: 0935.00

CIP Code: ??

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

**This is a modification to the Industrial Automation Certificate numbered
NAS737/NAS737B/NAS737C/NCE737**

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

Required Documentation

Please submit this form and the documents outlined below to your college’s Instructional Program Support Coordinator (IPSC) 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

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.*

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.

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

- Demonstrate knowledge of tools and testing methods for maintenance techniques.
- Apply maintenance fundamentals to simulated and actual workplace applications.
- Recognize, identify, and describe the functions of hand and power tools.
- Troubleshoot and repair a given, complex configuration of maintenance equipment

Item 2. Catalog Description

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

The Associate in Science in the Industrial Automation program prepares students for jobs such as entry-level facility maintenance technician, field service technician, industrial maintenance technician, maintenance mechanic, or maintenance repair mechanic.

The Industrial Automation part 1 certificate covers skills in: tools and testing methods for the automation industry, safety standards, robotic operation, and programming.

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: 43 units

Course	Title	Units	Sequencing
SCA 1	Introduction to Automated Warehousing	3	Fall 1
MAN 61	Robotics for Manufacturing	3	Fall 1
ELE 10	Survey of Electronics	4	Spring 1
ELE/ELC/MAN 77	Electrical Theory for Electricians	3	Spring 1
SCA 10	Industrial Automation 1	4	Spring 1
ELE/ELC/MAN 74	Industrial Wiring and Controls	4	Fall 2
MAN/ELE 64	Programmable Logic Controllers	3	Fall 1
SCA 12	Introduction to Automation Networking	4	Fall 2
ELE/ELC 75	Solid State Devices and Lighting Controls	3	Spring 2

MAN/ELE 67	Programmable logic controllers using Siemens	3	Spring 2
MAN 60	Hydraulic and Pneumatic Systems	4	Spring 2
ELE/ELC/MAN 73	Electric Motors and Transformers	4	Fall 2

Total Program Units: 42 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.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

During the 2018-21 academic years we had 9 students CCC Annual average credentials at Norco College. By making changes to the certificate and splitting up the proposed certificate into three parts we are hoping to increase the number of students in the industrial automation program. Shown below is a graphic from the Centers of Excellence for labor market research five-year projections for the mechatronics occupational group there is a 7% change for new jobs. 23% of workers related to the profession are over 55 in our area. “In 2020, there were 1,762 total mechatronics jobs in the region. Employment for the community college-level mechatronics occupational group is projected to increase by 6% through 2025, with 58 combined annual job openings expected annually.”

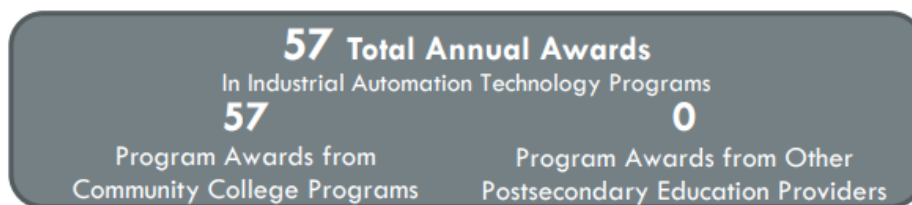
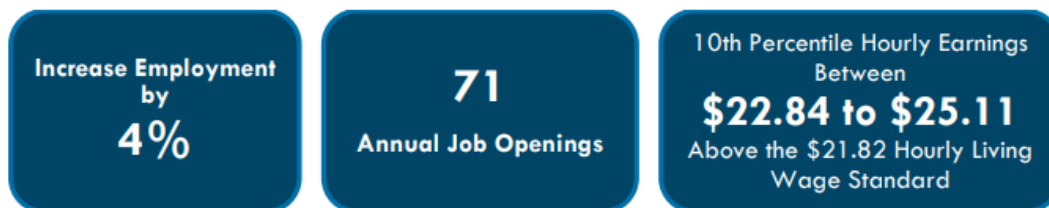
Industrial Automation Technology

Inland Empire/Desert Region (Riverside and San Bernardino counties)

Summary



Over the next five years (2021-2026), employment for community college-level industrial automation occupations is projected to



The Inland Empire/Desert Centers of Excellence
 **Recommends**
 Industrial Automation Program Expansion
 to meet the need for more workers in the region

Job Counts and Projections

In 2021, there were 776 jobs in the industrial automation occupational group in the region. Regional employment for the industrial automation occupational group is projected to increase by 4% through 2026; 71 job openings are projected annually. Exhibit 1 displays the job counts, five-year projected job growth, job openings, and the share of incumbent workers aged 55 years and greater in the region.

Exhibit 1. Five-year projections for the industrial automation occupational group, Inland Empire/Desert Region, 2021-2026

Occupation	2021 Jobs	2026 Jobs	5-Yr % Change	5-Yr Openings (New + Replacement Jobs)	Annual Openings (New + Replacement Jobs)	% of workers age 55+
Electrical and Electronics Repairers, Commercial and Industrial Equipment	648	683	5%	294	59	17%
Electro-Mechanical and Mechatronics Technologists and Technicians	127	126	(1%)	59	12	29%
Total	776	810	4%	354	71	19%

Source: Lightcast 2022.4

Exhibit 2. Job ads and time to fill, California, February 2022 through January 2023

Occupation	Job Ads	Median Posting Duration (Days)
Electro-Mechanical and Mechatronics Technologists and Technicians	265	29
Electrical and Electronics Repairers, Commercial and Industrial Equipment	1	N/A
Total	266	29

Source: Lightcast 2022.4

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

The Industrial Automation program should be shown in the Manufacturing, Electronics and Electrician programs.

Many of the courses that are in this program are also in the Supply Chain Automation, Digital Electronics, and the Electrician programs. We will also be creating a new Robotics program that will have some of the courses that are in the Industrial Automation program.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Examining the two graphics shown below from the Centers of excellence for labor market research Chaffey has a successful program in mechatronics, electrical systems, and power transmission technology with 32 annual average credentials for the academic years 2018-2021. The two programs at Chaffey college are divided into 3-4 levels like what we are proposing.

Student Completions and Programs Outcomes

Three regional community colleges currently use four program codes in their programs related to industrial automation technology. Combined, regional community college industrial automation technology programs have issued 57 awards annually over the last three academic years, 2019-2022. Exhibit 10 displays each regional industrial automation technology programs and award types students earn upon program completion.

Exhibit 10: Industrial automation-related programs, Inland Empire/Desert Region, 2022-23 academic year

College	TOP Program (TOP Code)	Local Program Title	Award
Chaffey	Electrical Systems and Power Transmission (0934.40)	Industrial Electrical Technology	Associate Degree
		Industrial Electrical Technology Level I	Certificate
		Industrial Electrical Technology Level II	Certificate
		Industrial Electrical Technology Level III	Certificate
	Electro-Mechanical Technology (0935.00)	Mechatronics	A.S. Degree
		Mechatronics Level I	Certificate
		Mechatronics Level II	Certificate
Norco	Manufacturing and Industrial Technology (0956.00)	Electromechanical Technology	Certificate
		Industrial Automation	Associate Degree/Certificate
		Supply Chain Automation	Associate Degree/Certificate
San Bernardino Valley	Industrial System Technology and Maintenance (0945.00)	Industrial Automation	Certificate

Source: COCI, 2022-23 Community College Catalogs

Exhibits 11 – 14 display student completions for electrical systems and power transmission (TOP 0934.40), electro-mechanical technology (0935.00), industrial systems technology and maintenance (0945.00), and manufacturing and industrial technology (0956.00) programs related to industrial automation technology over the last three academic years, 2019-2022. In the previous three academic years, Chaffey College issued three awards annually in electro-mechanical technology programs and 44 awards in electrical systems and power transmission programs. San Bernardino Valley College issued one award annually in its industrial systems technology and maintenance program. Norco College issued an annual average of nine awards over the last three academic years in manufacturing and industrial technology programs related to industrial automation. Program completion and student outcome methodologies can be found in the appendix.

Exhibit 11: Annual average community college awards for electrical systems and power transmission programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0934.40 – Electrical Systems and Power Transmission (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Chaffey (Industrial Electrical Technology/Industrial Electrical Technology Level I/II/III)				44
Associate Degree	8	6	16	10
Certificate 16 < 30-semester units	35	12	14	20
Certificate 30 < 60-semester units	10	10	19	13
Certificate 6 < 18-semester units	2	1	0	1
Total	55	29	49	44

Source: MIS Data Mart, COCI

Program Outline of Record – Credit Degrees and Certificates

Exhibit 12: Annual average community college awards for electro-mechanical technology programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0935.00 – Electro-Mechanical Technology (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Chaffey (Electromechanical Technology//Mechatronics/ Mechatronics Level I & II)				3
Associate Degree	0	0	3	1
Certificate 16 < 30-semester units	0	2	1	1
Certificate 8 < 16-semester units	0	2	2	1
Total	0	4	6	3

Source: MIS Data Mart, COCI

Exhibit 13: Annual average community college awards for industrial systems technology and maintenance programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0945.00 – Industrial Systems Technology and Maintenance (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
San Bernardino Valley (Industrial Automation)				1
Certificate 30 < 60-semester units	0	1	1	1
Total	0	1	1	1

Source: MIS Data Mart, COCI

Exhibit 14: Annual average community college awards for manufacturing and industrial technology programs related to industrial automation technology, Inland Empire/Desert Region, Academic Years 2019-2022

TOP 0956.00 – Manufacturing and Industrial Technology (Local Program Title)	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Total CC Annual Average Awards, Academic Years 2019-22
Norco (Industrial Automation/Supply Chain Automation)				9
Associate Degree	2	3	0	2
Certificate 16 < 30-semester units	10	4	2	5
Certificate 6 < 18-semester units	3	1	2	2
Total	15	8	4	9

Source: MIS Data Mart, COCI

California program outcome data may provide useful insight into the likelihood of success for the proposed program. Community college student outcome information based on the selected TOP code and region is provided in Exhibits 15 – 18.

Item 8. Transfer Preparation Information (if applicable)

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

None, this certificate does not transfer to any other colleges/universities currently.

Program Outline

Title: Anesthesia Technology

Originator: Amy Vermillion

Date 8/22/2023

Department: Nursing

College/Learning Pathway/Engagement Center: Riverside - Health Related Sciences

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: 1201.0

CIP Code:

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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

Healthcare agency partners are in need of various healthcare technicians in the workforce to support licensed healthcare professionals in our region. This associate degree and/or certificate program aligns with Guided Pathways and the Nursing & Health-Related Sciences Pathway. Currently, Pasadena City College is the only community college that is offering this program. Locally, Kaiser Permanente, Riverside Community Hospital, Eisenhower, Desert Regional, and Loma Linda University Medical Center are using Anesthesia Technologist in their perioperative inpatient and outpatient areas.

In addition, the SON has developed a new course for non-nursing professionals who may desire to transition and advance place into the ADN (RN) program which enables students to continue on an educational pathway.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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

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.*

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.

The Anesthesia Technology program is sequential didactic and clinical curriculum that prepares the student to be an integral member of the perioperative surgical and anesthesia patient care team. Emphasis is on fundamental and advanced didactic theories and clinical experiences that enable the student to assist anesthesia care providers in the perioperative delivery of anesthesia care to a variety of surgical patients. This experience will occur in a variety of clinical settings including: in-patient surgery, interventional and diagnostic radiology, post anesthesia care unit, intensive care unit, cardiac catheterization lab, emergency room, endoscopy suite, dental suites, and ambulatory surgery centers.

Student responsibilities include experience with hemodynamic monitoring and anesthesia equipment in the following areas: cleaning, sterilizing, assembling, calibrating, testing, troubleshooting, and recording of inspections and maintenance. Students will assist anesthesia providers with perioperative patient care including preoperative assessment, application of hemodynamic monitoring modalities, induction, airway management, patient positioning, maintenance, and emergence of anesthesia. Students will assist in post operative care of surgical patients in the post anesthesia care units. Students will gain experience in the insertion of peripheral IV's, and assist the anesthesia care provider in the preparation, insertion, and maintenance of invasive lines.

Item 2. Catalog Description

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

This program prepares students to become a Certified Anesthesia Technologist in the preparation necessary to become an integral member of the anesthesia patient care team. The program emphasizes the fundamental and advanced clinical procedures to assist licensed anesthesia providers in the acquisition, preparation, and application of various equipment required for the delivery of anesthesia care.

Prerequisites: None.

PROGRAM LEARNING OUTCOMES

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

1. Collaborate with the multi-disciplinary anesthesia care team, in the development of an anesthesia plan of care for patients in areas to which they are assigned.
2. Assist the anesthesia provider in a variety of current anesthesia techniques, and use of equipment for providing anesthesia.
3. Provide support for anesthesia services to all patients and types of anesthesia, including trauma and emergency cases.
4. Maintain vigilance and patient safety throughout the peri anesthetic continuum, by actively protecting patients from iatrogenic complications, and utilizes appropriate precautions in infection control.
5. Conduct a comprehensive, appropriate equipment check, identifies and takes appropriate action when confronted with anesthetic equipment-related malfunctions and maintains.

6. Use critical thinking skills in assisting the anesthesia provider with patients of all types, ages and physical conditions for a variety of surgical and medically related procedures.
7. Set up, and calibrate non-invasive and invasive monitoring equipment, and understands data obtained from these modalities.
8. In collaboration with the anesthesia provider recognize and appropriately respond to anesthetic complications that occur during the perioperative period.

Goal: Successfully pass the Anesthesia Technology National Certification Examination (AT NCE).

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: 27 units

Course	Title	Units	Sequencing
HCA-1	Professional Aspects of Anesthesia Technology	3	Semester 1, Summer
HCA-2	Basic Principles of Anesthesia Technology/Lab	4	Semester 1, Summer
HCA-3	Advanced Principles of Anesthesia Technology/Lab	4	Semester 2, Fall
HCA-4	Pharmacology for Anesthesia Technology	3	Semester 2, Fall
HCA-5	Clinical Practicum I	5	Semester 2, Fall
HCA-6	Anesthesia Technology Capstone & National Certification Exam Review	3	Semester 3, Spring
HCA-7	Clinical Practicum II	5	Semester 3, Spring

Elective Courses: 3 units

Course	Title	Units	Sequencing
NNA-79	Medical Terminology for Healthcare Professionals	3	Semester 1, Summer

Total Program Units: 27-30 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.

The Anesthesia Technology program reflects the mission of Riverside City College by educating a diverse community of learners by offering certificate, degree, and pathway programs providing nationally certified safe graduates to the community, assisting students in achieving their educational and career goals. Thus, the anesthesia technology program strives to improve the social and economic mobility of its students to improve anesthesia care delivery to the community. Courses are aligned with the Commission on Accreditation of Allied Health Programs (caahep.org) Standards of Accreditation of Anesthesia Technology Education Program.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

20 – 30 students/year

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

Healthcare agency partners are in need of various healthcare technicians in the workforce to support licensed healthcare professionals in our region. This program aligns with Guided Pathways and the Nursing & Health-Related Sciences Pathway. The School of Nursing is proposing a new Anesthesia Technology program that will be housed under the proposed discipline. Currently, Pasadena City College is the only community college that is offering this program. Locally, Kaiser Permanente, Riverside Community Hospital, Eisenhower, Desert Regional, and Loma Linda University Medical Center are using Anesthesia Technologist in their perioperative inpatient and outpatient areas.

In addition, the SON has developed a new course for non-nursing professionals who may desire to transition and advance place into the ADN (RN) program which enables students to continue on an educational pathway.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Pasadena City College is the only community college in Southern California offering an anesthesia technology program.

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: **Advanced Professional Skills in Baking & Pastry Arts**

Originator: **Joshua M Orlando**

Date **9/1/2023**

Department: **Culinary Arts**

College/Learning Pathway/Engagement Center: **Riverside - Advanced Technical Arts and Trades**

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: **1306.30**

CIP Code: **1205.01**

Certificate is being proposed as:

Certificate of Completion (CDCP Eligible) **Certificate of Competency (CDCP Eligible)**

Please specify non-credit category:

Short-Term Vocational

Workforce Preparation

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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

Yes, minutes attached

Approval Pending

No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”,

based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they've completed all 5 Introduction level classes, they can receive a ***“Certificate of Completion in Introduction to Baking & Pastry Skills”***. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a ***“Certificate of Completion in Intermediate Baking & Pastry Skills”***.

Once they've completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a ***“Certificate of Completion in Advanced Baking & Pastry Skills”***. Also, they can then apply for the ***“Certificate in Professional Skills of Baking & Pastry Arts”*** upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative (*See following page*)
- Labor Market Information and Analysis (*For certificates in the Short-Term Vocational category only*)

Program Narrative

Item 1. Program Goals and Objectives

Must address a valid transfer preparation, workforce preparation, basic skills, civic education, or lifelong learning purpose. The stated goals and objectives of the program must be consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4. Often, colleges will include the program level Student Learning Outcomes (SLOs) in this section that identify the program’s goals and objectives. Select an appropriate program goal of either: CTE, for short-term vocational or local, for all other certificates. Note: If the certificate program goal selected is “Career Technical Education (CTE),” then the statement must include the main competencies students will have achieved that are required for a specific occupation. The statement must, at a minimum, clearly indicate the specific occupation(s) or field(s) the program will prepare students to enter and the basic occupational competencies students will acquire.

Upon successful completion of this program, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Students will demonstrate key considerations that are involved in planning a dessert menu. Study the basic concepts of figure, ground, line, contrast, pattern, proportion, color, symmetry, movement, unity, and balance. Students learn the principles of two- and three-dimensional design and develop language to analyze product design, plate presentations, decoration, and packaging on visual, tactile, and conceptual levels. Students will understand and use contemporary flavor pairing concepts.
- Students course will focus on chocolate and confectionery technology, ingredient function, and the production of chocolates and confections in an artisan setting. Vital concepts in both theory and practice will include controlling the crystallization of fats and sugars, manipulating water and free water in centers, and understanding the mechanics of emulsions. Students will apply their knowledge of these concepts in daily production of a wide range of chocolates and confections. Types of centers to be discussed and produced include varieties of ganache, crystalline and non-crystalline sugar confections, nut-based centers, jellies, and aerated confections. Ingredient function will focus on fats, nutritive sweeteners, dairy products, binding agents, and chocolate. Techniques include chocolate tempering methods, sugar cooking technique, hand dipping centers, and shell molding.
- Students will understand and demonstrate how to make and use pastillage, marzipan, nougatine, and prepare and use spun sugar, sugar centerpieces, and caramel decorations. Students will demonstrate critical safety measures when working with sugar, identify ingredients and equipment used for décor work, demonstrate proper techniques for pulling sugar for storage and future use, demonstrate the proper technique for handling kroquant and apply concepts on design to create a finished decorative centerpiece for display.

Item 2. Catalog Description

*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 November 2022*

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

Students will have the opportunity to complete the final set of courses of a larger program in Professional Skills in Baking & Pastry Arts. Within this third mini-certificate option, students will have the opportunity to learn the advanced techniques of the trade. This will include plated desserts, confectionery techniques, advanced skills in cake decorating, as well as chocolate and sugar artistry.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. The courses specified must coincide with the courses associated with the certificate proposal record. Within the program requirements table, specify the total student contact hours of each course. Course titles and contact hours must be exact.

Required Courses: 540 hours

Course	Title	Hours	Sequencing
BAK 880	Plated Desserts and Sauces	108	Semester 4, Spring
BAK 881	Candies, Confections, and Treats	108	Semester 4, Spring
BAK 882	Advanced Cake Decorating Skills	108	Semester 4, Spring
BAK 883	Chocolate Techniques and Bon Bons	108	Semester 4, Spring
BAK 884	Sugar Artistry and Pastillage	108	Semester 4, Spring

Elective Courses: hours

Course	Title	Hours	Sequencing

Total Program Hours: 540 hours

Item 4. Master Planning

Describe how the certificate program fits into the mission, curriculum, and master planning of the college and higher education in California.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Program Outline

Title: Intermediate Professional Skills in Baking & Pastry Arts

Originator: Joshua M Orlando

Date 9/1/2023

Department: Culinary Arts

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

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: 1306.30 CIP Code: 1205.01

Certificate is being proposed as:

Certificate of Completion (CDCP Eligible) **Certificate of Competency (CDCP Eligible)**

Please specify non-credit category:

- Short-Term Vocational** Workforce Preparation
 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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”,

based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they've completed all 5 Introduction level classes, they can receive a ***“Certificate of Completion in Introduction to Baking & Pastry Skills”***. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a ***“Certificate of Completion in Intermediate Baking & Pastry Skills”***.

Once they've completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a ***“Certificate of Completion in Advanced Baking & Pastry Skills”***. Also, they can then apply for the ***“Certificate in Professional Skills of Baking & Pastry Arts”*** upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative (*See following page*)
- Labor Market Information and Analysis (*For certificates in the Short-Term Vocational category only*)

Program Narrative

Item 1. Program Goals and Objectives

Must address a valid transfer preparation, workforce preparation, basic skills, civic education, or lifelong learning purpose. The stated goals and objectives of the program must be consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4. Often, colleges will include the program level Student Learning Outcomes (SLOs) in this section that identify the program’s goals and objectives. Select an appropriate program goal of either: CTE, for short-term vocational or local, for all other certificates. Note: If the certificate program goal selected is “Career Technical Education (CTE),” then the statement must include the main competencies students will have achieved that are required for a specific occupation. The statement must, at a minimum, clearly indicate the specific occupation(s) or field(s) the program will prepare students to enter and the basic occupational competencies students will acquire.

Upon successful completion of this program, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Prepare a variety of pie crusts and fillings. Form and bake a variety of pies and tarts. Prepare a variety of desserts and pastries using these techniques.
- Prepare a variety of pastries using eclair paste, meringues, and phyllo dough.
- Students will prepare a variety of cakes utilizing different icings such as buttercream, chocolate and fondant with an emphasis on preparing simple to complex filled and unfilled cakes. Students will also demonstrate basic finishing and decorating techniques.
- Students will prepare a variety hot desserts and cheesecakes. Students will also prepare different types of sauces for use with hot and cold desserts. Topics to be covered include fillings, icings, custards, mousses, and glazing techniques, along with a comparison of classical and modern dessert preparations and presentations.

Item 2. Catalog Description

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

Students will have the opportunity to complete the second set of courses of a larger program in Professional Skills in Baking & Pastry Arts. Within this second mini-certificate option, students will learn the remaining fundamental skills of the bakeshop, including cake mixing methods and techniques, understanding how pies and fillings are constructed, the essentials of basic breakfast breads and muffins, and the assembly of cakes utilizing various fillings and compositions. Students will also learn how the financial end of the bakeshop runs, by costing out recipes, and knowing how to manipulate the recipes to adjust the portion sizes.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. The courses specified must coincide with the courses associated with the certificate proposal record. Within the program

requirements table, specify the total student contact hours of each course. Course titles and contact hours must be exact.

Required Courses: 540 hours

Course	Title	Hours	Sequencing
CUL 850	ServSafe Food Safety	108	Semester 1, Summer
BAK 870	Cake Mixing Techniques	81	Semester 3, Spring
BAK 871	Pies, Tarts, and Fillings	81	Semester 3, Spring
BAK 872	Quickbreads, Muffins, and Pastries	81	Semester 3, Spring
BAK 873	Buttercreams and Cake Assembly Techniques	81	Semester 3, Spring
BAK 874	Cost Control for Professional Skills of Baking	108	Semester 3, Spring

Elective Courses: hours

Course	Title	Hours	Sequencing

Total Program Hours: 540 hours

Item 4. Master Planning

Describe how the certificate program fits into the mission, curriculum, and master planning of the college and higher education in California.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Program Outline

Title: Introduction to Professional Skills in Baking & Pastry Arts

Originator: Joshua M Orlando

Date 9/1/2023

Department: Culinary Arts

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

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: 1306.30 CIP Code: 1205.01

Certificate is being proposed as:

Certificate of Completion (CDCP Eligible) **Certificate of Competency (CDCP Eligible)**

Please specify non-credit category:

- Short-Term Vocational** Workforce Preparation
 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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”,

based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they've completed all 5 Introduction level classes, they can receive a ***“Certificate of Completion in Introduction to Baking & Pastry Skills”***. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a ***“Certificate of Completion in Intermediate Baking & Pastry Skills”***.

Once they've completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a ***“Certificate of Completion in Advanced Baking & Pastry Skills”***. Also, they can then apply for the ***“Certificate in Professional Skills of Baking & Pastry Arts”*** upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative (*See following page*)
- Labor Market Information and Analysis (*For certificates in the Short-Term Vocational category only*)

Program Narrative

Item 1. Program Goals and Objectives

Must address a valid transfer preparation, workforce preparation, basic skills, civic education, or lifelong learning purpose. The stated goals and objectives of the program must be consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4. Often, colleges will include the program level Student Learning Outcomes (SLOs) in this section that identify the program’s goals and objectives. Select an appropriate program goal of either: CTE, for short-term vocational or local, for all other certificates. Note: If the certificate program goal selected is “Career Technical Education (CTE),” then the statement must include the main competencies students will have achieved that are required for a specific occupation. The statement must, at a minimum, clearly indicate the specific occupation(s) or field(s) the program will prepare students to enter and the basic occupational competencies students will acquire.

Upon successful completion of this program, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Define and conduct food safety sanitation practices and apply them in a baking laboratory setting.
- Understand the elements of baking in a professional bakeshop, while using professional tools and equipment.
- Understand the elements of yeasted doughs and how they can be manipulated to form various items used within the industry.

Item 2. Catalog Description

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

Students will have the opportunity to complete the first set of courses of a larger program in Professional Skills in Baking & Pastry Arts. Within this first mini-certificate option, students will learn the essentials of the bakeshop, including making yeasted dough products, lean and enriched breads, laminated doughs, cookies and brownies, and the fundamental techniques for custards and cream items.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. The courses specified must coincide with the courses associated with the certificate proposal record. Within the program requirements table, specify the total student contact hours of each course. Course titles and contact hours must be exact.

Required Courses: 540 hours

Course	Title	Hours	Sequencing
CUL 850	ServSafe Food Safety	108	Semester 1, Summer
BAK 865	Breads, Rolls, and Pastry Basics	81	Semester 2, Fall
BAK 866	Artisanal Breads	81	Semester 2, Fall

BAK 867	Viennoiserie and Breakfast Pastries	81	Semester 2, Fall
BAK 868	Cookie and Brownies	81	Semester 2, Fall
BAK 869	Custards and Creams	108	Semester 2, Fall

Elective Courses: ___ hours

Course	Title	Hours	Sequencing

Total Program Hours: 540 hours

Item 4. Master Planning

Describe how the certificate program fits into the mission, curriculum, and master planning of the college and higher education in California.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Program Outline

Title: Professional Skills of Baking & Pastry Arts

Originator: Joshua M Orlando

Date 9/1/2023

Department: Culinary Arts

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

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: 1306.30 CIP Code: 1205.01

Certificate is being proposed as:

Certificate of Completion (CDCP Eligible) **Certificate of Competency (CDCP Eligible)**

Please specify non-credit category:

- Short-Term Vocational** Workforce Preparation
 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

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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:

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

With the new “Alternate Pathway” non-credit option, students will be able to complete a similar certificate in Baking & Pastry Arts at the end, but in smaller bits and pieces. The logic is to offer the same material (plus a little more), but allowing the students to take smaller unit classes (between 1.5 and 2 credits). There are a total of 15 classes, which are broken up into smaller “Certificates of Completion”,

based on Introduction, Intermediate, and Advanced skills. Sanitation is a prerequisite for all of the Introduction level classes as well.

Once they've completed all 5 Introduction level classes, they can receive a ***“Certificate of Completion in Introduction to Baking & Pastry Skills”***. Then, they can start to take any of the Intermediate level classes, and again, upon completion, receive a ***“Certificate of Completion in Intermediate Baking & Pastry Skills”***.

Once they've completed all of the Intermediate level courses, they can then sign up for the Advanced level courses. Again, they can take any of these Advanced level courses in any order. Upon successful completion, they can receive a ***“Certificate of Completion in Advanced Baking & Pastry Skills”***. Also, they can then apply for the ***“Certificate in Professional Skills of Baking & Pastry Arts”*** upon successful completion of all required courses.

Required Documentation

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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:

- Evidence of district-wide discipline communication
- Department minutes showing approval
- Narrative (*See following page*)
- Labor Market Information and Analysis (*For certificates in the Short-Term Vocational category only*)

Program Narrative

Item 1. Program Goals and Objectives

Must address a valid transfer preparation, workforce preparation, basic skills, civic education, or lifelong learning purpose. The stated goals and objectives of the program must be consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4. Often, colleges will include the program level Student Learning Outcomes (SLOs) in this section that identify the program’s goals and objectives. Select an appropriate program goal of either: CTE, for short-term vocational or local, for all other certificates. Note: If the certificate program goal selected is “Career Technical Education (CTE),” then the statement must include the main competencies students will have achieved that are required for a specific occupation. The statement must, at a minimum, clearly indicate the specific occupation(s) or field(s) the program will prepare students to enter and the basic occupational competencies students will acquire.

Upon successful completion of this program, students will have the skills necessary to start working within the workforce in various capacities, including, but not limited to hotels, restaurants, resorts, tea parlors, grocery store bakeries, independent bakeries, research and development, donut shops, chocolate shops, cake decorator, or food stylist.

- Define and conduct food safety sanitation practices and apply them in a baking laboratory setting.
- Understand the elements of baking in a professional bakeshop, while using professional tools and equipment.
- Understand the components of making and plating a dessert, including making all of the components from scratch.
- Prepare a basic element such as Prepare basic elements such as pâte à choux, pastry cream, and laminated doughs
- Understand the skillsets required for advanced pastry techniques, such as chocolate, sugar artistry, and pastillage.

Item 2. Catalog Description

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

The Professional Skills in Baking & Pastry Arts Program at Riverside City College focuses on professional learning objectives through our Career & Technical Education division. This program is designed for those who have in interest in baking and pastry arts, while allowing them to complete other studies at the same time. Although this track will take longer to complete, students are not limited to the commitment of a full-time program. As the program unfolds, students within our community and surrounding areas, will learn the fundamentals of baking and pastry arts, from yeast dough formulation to cakes and pastries from around the globe. Additionally, students will learn the proper food safety and sanitation practices as set forth by industry benchmarks. This knowledge is captured through traditional styles of learning, as well as a hands on approach where students can grasp a better understanding of the material. As they advance through the program, students continue representing their personal styles and cultural backgrounds through their plated desserts, to advanced techniques such as chocolate and sugar artistry. Students are encouraged through critical thinking, on how baking ingredients function, and the

roles they contribute throughout the baking processes. To further enhance their knowledge and outreach within the community, students will need to communicate and collaborate with industry partners and leaders, to solidify their learnings.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. The courses specified must coincide with the courses associated with the certificate proposal record. Within the program requirements table, specify the total student contact hours of each course. Course titles and contact hours must be exact.

Required Courses: 1512 hours

Course	Title	Hours	Sequencing
CUL 850	ServSafe Food Safety	108	Semester 1, Summer
BAK 865	Breads, Rolls, and Pastry Basics	81	Semester 2, Fall
BAK 866	Artisanal Breads	81	Semester 2, Fall
BAK 867	Viennoiserie and Breakfast Pastries	81	Semester 2, Fall
BAK 868	Cookie and Brownies	81	Semester 2, Fall
BAK 869	Custards and Creams	108	Semester 2, Fall
BAK 870	Cake Mixing Techniques	81	Semester 3, Spring
BAK 871	Pies, Tarts, and Fillings	81	Semester 3, Spring
BAK 872	Quickbreads, Muffins, and Pastries	81	Semester 3, Spring
BAK 873	Buttercreams and Cake Assembly Techniques	81	Semester 3, Spring
BAK 874	Cost Control for Professional Skills of Baking	108	Semester 3, Spring
BAK 880	Plated Desserts and Sauces	108	Semester 4, Spring
BAK 881	Candies, Confections, and Treats	108	Semester 4, Spring
BAK 882	Advanced Cake Decorating Skills	108	Semester 4, Spring
BAK 883	Chocolate Techniques and Bon Bons	108	Semester 4, Spring
BAK 884	Sugar Artistry and Pastillage	108	Semester 4, Spring

Elective Courses: hours

Course	Title	Hours	Sequencing

Total Program Hours: 1512 hours

Item 4. Master Planning

Describe how the certificate program fits into the mission, curriculum, and master planning of the college and higher education in California.

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. Although this program may take longer to complete, the availability and offerings of classes will align better with the student’s needs and requirements.

Program Outline

Title: Associate Degree for Transfer in English

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: 1501.00

CIP Code: 230101

Type of ADT: Associate in Arts for Transfer Associate in Science for Transfer

This is a: New ADT Modification to an existing ADT

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

If this is a modification to an existing ADT, please specify the changes being made:

1. Delete ENG-35, Women in Literature, from List B on the ENG ADT (Associate Degree for Transfer in English)
2. Change name of ENG 15 to American Literature II: 1865 to Present
3. Document clean-up: Remove C2 designation from ENG 10, 17A, and 38A (The have no CSU GE designation. However, the currently published ADT does not include these as GE courses.)

Rationale:

Update is being made to delete ENG-35, Women in Literature, from List B on the ENG ADT as it will be deleted from the college inventory by 2024. In addition, a revision was made to the title of ENG 15 (American Literature II: 1865 to Present) to reflect the change in course name that was approved and adopted in 2022.

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:

- Discipline and Department minutes showing approval
- Narrative *(See next page)*
- Completed Chancellor's Office Template (TMC) *(Must be most current version available)*
- C-ID or ASSIST Articulation Information, as required by the TMC *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student’s passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in English for Transfer degree. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor’s Degree in English at a CSU. The Associate in Arts in English for Transfer degree is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system and provides broad general preparation for English majors entering any four-year university. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts in English for Transfer degree is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system. Though the Associate in Arts in English for Transfer also provides broad general preparation for English majors entering any four-year university, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in English for Transfer will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses, and they will encounter interpretive questions to which there are multiple plausible answers. Students earning this degree will also have exposure to a variety of literary genres and periods and will be able to illustrate a basic understanding of the ways that literature can embody cultural, intellectual, and artistic trends.

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

- Think critically about and interpret literature, employing language and methods of literary analysis to construct interpretive arguments and to address the ways that literature invites multiple interpretive possibilities.
- Write essays of literary analysis effectively supported by effectively integrated, interpreted, and relevant textual evidence.
- Demonstrate an understanding of how cultural history informs and is informed by literature.

Required Courses: 19 units

Course	Title	Units
ENG 1B/1BH	Critical Thinking and Writing	4
List A	Choose from the list below	6
List B	Choose from the list below	6
List C	Choose from the list below	3

LIST A Choose two courses from the following (6 units):

ENG-6*	British Literature I: Anglo-Saxon through Eighteenth Century	3
ENG-7*	British Literature II: Romanticism through Modernism/Post-Modernism	3
ENG-14*	American Literature I: Pre-Contact through Civil War	3
ENG-15*	American Literature II: 1865 to the Present	3
ENG-40*	World Literature I: From Ancient Literatures to the Seventeenth Century	3
ENG-41*	World Literature II: Seventeenth Century Through the Present	3

LIST B Choose two courses from the following (6 units)

Any course from List A not already used

ENG-11*	Creative Writing	3
ENG-44*	Poetry from the Twentieth Century to the Present	3

LIST C Choose one course from the following (3 units)

Any course from List A and List B not already used

ENG-8*	Introduction to Mythology (same as Hum 8)	3
ENG-9*	Introduction to Shakespeare	3
ENG-10	Special Studies in Literature	3
ENG-12*	Special Studies in Creative Writing	3
ENG-16*	Introduction to Language	3
ENG 17A	Literary Magazine Production	3
ENG-18*	Survey of Native American Literature	3
ENG-20*	Survey of African American Literature	3
ENG-23*	The Bible as Literature (same as HUM 23)	3
ENG-24*	Survey of Asian American Literature	3
ENG-25*	LatinX Literature of the United States	3
ENG-30*	Children's Literature	3
ENG-34*	Literature by Women	3
ENG-38A	Screenwriting: Beginning	3
ENG-45*	Modern Drama	3
ENG-48*	Short Story and Novel from the Twentieth Century to the Present	3

*courses may be double-counted

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in English for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements, 11-13 units of electives and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements 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).

Program Outline of Record – Associate Degree for Transfer (ADT)

Program Outline

Title: Associate Degree for Transfer in Law, Public Policy, and Society

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: 1401.00

CIP Code:

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:

Rationale: POL 3 is going through course deletion; must delete from ADT. Adding POL 5, Area 5.

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:

- Discipline and Department minutes showing approval
- Narrative *(See next page)*
- Completed Chancellor's Office Template (TMC) *(Must be most current version available)*
- C-ID or ASSIST Articulation Information, as required by the TMC *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

This interdisciplinary degree is designed to facilitate the student’s seamless transfer from Riverside City College to the California State University (CSU) System with an Associate in Arts in Law, Public Policy, and Society for Transfer degree. This degree will satisfy the lower division requirements for the eventual conferral of the bachelor’s degree in relevant major disciplines at the CSU and will provide preparation for students who wish to pursue a career in the field of law. This interdisciplinary degree highlights coursework that is appropriate for a student considering law school as it emphasizes the development of logical, analytical and communication skills, introduces students to the legal field, and provides preparation of further study in a variety of majors such as Philosophy, Economics, Political Science, Communication Studies, History, or Social and Behavioral Sciences. Students who opt to pursue this course of study are encouraged to engage in further exploration of one or more specific majors as they select electives for degree completion.

Item 2. Catalog Description

This interdisciplinary degree is designed to facilitate the student’s seamless transfer from Riverside City College to the California State University (CSU) System with an Associate in Arts in Law, Public Policy, and Society for Transfer degree. This interdisciplinary degree highlights coursework that is appropriate for a student considering law school as it emphasizes the development of logical, analytical and communication skills, introduces students to the legal field, and provides preparation of further study in a variety of majors such as Philosophy, Economics, Political Science, Communication Studies, History, or Social and Behavioral Sciences. Students who opt to pursue this course of study are encouraged to engage in further exploration of one or more specific majors as they select electives for degree completion. Program Learning Outcomes Upon successful completion of this program, students should be able to:

- Evaluate current legal and social issues by applying the relevant judicial framework.
- Analyze issues by applying relevant rules of law, ethical standards, and social mores.
- Produce and evaluate arguments based on appropriate legal concepts and evidence.

Required Courses: 31-34 units

Course	Title	Units
ENG 1A/1AH	English Composition/Honors	4
PHI 12	Introduction to Ethics	3
POL 1/1H	American Politics/Honors	3

Select 1 Course:

Course	Title	Units
ADJ 1 or ADJ 2 or ADJ 3	Introduction to the Administration of Justice Principles and Procedures of the Justice System Concepts of Criminal Law	3 3 3

**Program Outline of Record –
 Associate Degree for Transfer (ADT)**

Select 1 Course:

Course	Title	Units
COM1/1H or COM 6	Public Speaking/Honors Dynamics of Small Group Communication	3 3

Select 1 Course:

Course	Title	Units
ENG 1B/1BH or COM 2 or COM 3	Critical Thinking and Writing/Honors Introduction to Persuasion Argumentation and Debate	4 3 3

Select 1 course:

Course	Title	Units
MAT 12/12H	Statistics/Honors	4
PSY/SOC 48	Statistics for the Behavioral Sciences	3

Select 1 course:

Course	Title	Units
HIS 6/6H or HIS 7/7H	United States History to 1877/Honors United States History from 1865/Honors	3 3

List A: Select two courses below from two different areas (must not have been used previously).

Area 1: Administrative of Justice/Criminal Justice/Criminology

ADJ 1	Introduction to the Administration of Justice	3
ADJ 2	Principles and Procedures of the Justice System	3
ADJ 3	Concepts of Criminal Law	3
ADJ 4	Legal Aspects of Evidence	3
ADJ 5	Community Relations	3
ADJ 8	Juvenile Law and Procedures	3
ADJ 20	Introduction to Corrections	3
SOC 20	Introduction to Criminology	3

Area 2: Business

BUS 18 A	Business Law I	3
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Area 3: Economics

ECO 7/7H	Principles of Macroeconomics/Honors	3
ECO 8/8H	Principles of Microeconomics/Honors	3

Area 4: Political Science

POL 2/2H	Comparative Politics/Honors	3
POL4/4H	Introduction to World Politics/	3
POL 11	Honors Political Theory	3

Area 5: Public Policy

ETS 1	Introduction to Ethnic Studies	3
SOC 2	American Social Problems	3
ADJ 9/9H	Law in American Society/Honors	3
POL 5	Introduction to Law	3

Area 6: Diversity

ANT 2/ 2H	Cultural Anthropology/Honors	3
COM 12	Intercultural Communication	3
GEG 2	Human Geography	3
SOC 10/10H	Race and Ethnic Relations/Honors	3
SOC 25	Introduction to the Sociology of Sex and Gender	3

Area 7: College Success

GUI 48	College Success Strategies	3
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Area 8: Internships/Fieldwork

ADJ 200	Administration of Justice Work Experience	1-4
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ASSOCIATE IN Science FOR TRANSFER DEGREE

The Associate in Science in Law, Public Policy, and Society 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.

**Record –
Associate Degree for Transfer (ADT)**

Program Outline

Title: Philosophy

Originator: Nick Sinigaglia

Date 9/18/2023

Department: HESBS

College/Learning Pathway/Engagement Center: Moreno Valley - Humanities, Education, Social and Behavioral Sciences Engagement Center

TOPs Code: 1509.00

CIP Code: 38.0101

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.)

Type of ADT: Associate in Arts for Transfer Associate in Science for Transfer

This is a: New ADT* Modification to an existing ADT

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**

- Yes, minutes attached Approval Pending
 No Capital or Budgetary Impacts

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.)

Removing deleted courses HIS 1H, HIS 2H, HIS 4, HIS 5, PHI 15. Adding Phil 18 / Hum 18, HIS 14 / ETS 14 and HIS 15 / ETS 15.

Rationale:

With these amendments the MVC Philosophy ADT will include only courses in the most recent MVC Catalog and every MVC philosophy offering. Inclusion of HIS 14 / ETS 14 and HIS 15 / ETS /15 allows the ADT to include courses that satisfy the Area F Ethnic Studies requirement while complementing the overall course of study.

Required Documentation:

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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)*

**Record –
 Associate Degree for Transfer (ADT)**

Program Narrative

Item 1. Program Goals and Objectives

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

- Analyze and critically evaluate the work of major figures in philosophy
- Compare and contrast different philosophical views across historical periods and contexts of human experience
- Evaluate the most important topics in key areas of philosophy: theory of knowledge, metaphysics, ethics
- Demonstrate the ability to apply philosophical ideas to philosophical problems
- Express philosophical ideas and defend them in argument, both in writing and orally

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 Philosophy 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 Philosophy at the California State University. This degree is designed to prepare students to critically analyze the work of major figures in philosophy, evaluate topics in the key areas of philosophy, clearly express philosophical ideas both in writing and orally, and demonstrate an understanding of these ideas through their application to specific philosophical problems.

Program Learning Outcomes

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

- Analyze and critically evaluate the work of major figures in philosophy
- Compare and contrast different philosophical views across historical periods and contexts of human experience
- Evaluate the most important topics in key areas of philosophy: theory of knowledge, metaphysics, ethics
- Demonstrate the ability to apply philosophical ideas to philosophical problems
- Express philosophical ideas and defend them in argument, both in writing and orally

Required Courses: 9 units

Course	Title	Units
PHI 32/MAT 32	Introduction to Symbolic Logic	3
PHI 10/PHI 10H	Introduction to Philosophy/Honors Introduction to Philosophy	3
PHI 12	Introduction to Ethics	3

LIST A Elective Courses: 3 units from the following

Course	Title	Units
PHI 11	Critical Thinking and Analytic Writing	3
PHI 18	Walking with the Dead: An Interdisciplinary Perspective on Death and Dying	3

**Record –
 Associate Degree for Transfer (ADT)**

PHI 35/HUM 35	Philosophy of Religion	3
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LIST B Elective Courses: Take **6** units from the following

Course	Title	Units
	Any LIST A course not already used	
HIS 1	World History to 1500	3
HIS 2	World History since 1500	3
HIS 14/ETS 14	African American History I	3
HIS 15/ETS 15	African American History II	3
HUM 4/4H	Arts and Ideas: Ancient World through the Late Medieval Period/Honors Arts and Ideas: Ancient World through the Late Medieval Period	3
HUM 5/5H	Arts and Ideas: Renaissance through the Modern Era/Honors Arts and Ideas: Renaissance through the Modern Era	3
HUM 10/10H	World Religions/Honors World Religions	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN **[ARTS/SCIENCE]** FOR TRANSFER DEGREE

The Associate in **[Arts/Science]** in **[Program Name]** 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).

Program Outline

Title: Associate in Arts in Political Science for Transfer

Originator: Parissa Clark

Date 6/1/2023

Department: Social and Behavioral Sciences

College/Learning Pathway/Engagement Center: Choose an item.

TOPs Code: 220700

CIP Code:

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.)

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.)

Updated courses, goals and objectives.

Rationale:

Included new POL courses and language needed updated in Goals and Objectives and Learning Outcomes.

Required Documentation:

Please submit this form and the documents outlined below to your college's Instructional Program Support Coordinator (IPSC) 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)*

Program Narrative

Item 1. Program Goals and Objectives

The Associate in Arts in Political Science 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 Political Science at the California State University. This degree is designed to prepare students to understand and critically appraise American political system and central issues in American politics, to evaluate topics in the key areas of political science, to clearly express political science concepts in scholarly writing, and to demonstrate an understanding of these ideas through their application to contemporary political problems.

Program Learning Outcomes

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

1. Describe, explain, and evaluate relationships between diverse identity and interest groups with American political institutions, political systems, policies and processes;
2. Identify and analyze the major current global and domestic political theories and ideologies;
3. Explain and critique issues in American, Comparative and World politics and be able to use theories and debates to argue convincingly in defense of a position, selecting examples to illustrate points and organizing these appropriately;
4. Employ a variety of current social scientific methodologies in the research, analysis and evaluation of data;

Item 2. Catalog Description

The Associate in Arts in Political Science 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 Political Science at the California State University. This degree is designed to prepare students to understand and critically appraise American political system and central issues in American politics, to evaluate topics in the key areas of political science, to clearly express political science concepts in scholarly writing, and to demonstrate an understanding of these ideas through their application to contemporary political problems.

Program Learning Outcomes

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

1. Describe, explain, and evaluate relationships between diverse identity and interest groups with American political institutions, political systems, policies and processes;
2. Identify and analyze the major current global and domestic political theories and ideologies;
3. Explain and critique issues in American, Comparative and World politics and be able to use theories and debates to argue convincingly in defense of a position, selecting examples to illustrate points and organizing these appropriately;
4. Employ a variety of current social scientific methodologies in the research, analysis and evaluation of data;

Required Core (four courses): 12 units

List A (one course): 3-4 units

List B (one course): 3-4 units

Total: 18-20 units

Required Core: 12 units

Course	Title	Units
POL-1*/1H*	American Politics/Honors	3
POL 2*/2H*	Comparative Politics/Honors	3
POL 4*/4H*	World Politics/Honors	3
POL 11*	Political Theory	3

List A/Emphasis 1: Economic, Legal, Policy, and Data Analysis

Select one course from the following (3-4 units)

Course	Title	Units
MAT-12*/12H*	Statistics/Honors	4
OR	OR	OR
PSY/SOC-48*	Statistics for the Behavioral Sciences	3
POL 5*	Introduction to Law	3
POL 6*/ECO 6*	Political Economy	3
POL 8*	Introduction to Public Administration and Policy Development)	3
POL 13*	American Foreign Policy	3

List B/Emphasis 2: Micro and Macro Political Systems

Select one course from the following (3-4 units)

Course	Title	Units
Any course from Emphasis 1 not already used		
ECO-7*/7H*	Principles of Macroeconomics/Honors	3
GEG 2*	Human Geography	3
HIS-6*/6H*	United States History to 1877/Honors	3
POL-17*	Politics of Developing Countries	3
POL-20*	Latin American Politics	3
POL 21/ETS 21*	Latinx Politics	3
POL-22*	Politics of the Middle East	3
POL/ETS-23*	Race, Ethnicity, and Politics in America	3
PSY-8*	Introduction to Social Psychology	3
PSY-50*/SOC-50*	Introduction to Social Research Methods	4
SOC-2*	American Social Problems	3
SOC-3*	Social Inequality	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Political Science 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).

Program Outline

Title: Associate Degree for Transfer in Social Justice Studies: Gender Studies

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: 2201.70

CIP Code: 05.0207

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:

Rationale:

The mission of the Associate in Arts in Social Justice Studies: Gender Studies for Transfer Degree is consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4 in that it offers academic instruction at the lower division level for both younger and older students, including those persons returning to school.

Further, students will be in a position to help advance California’s economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement in a wide range of careers like education, literary studies, journalism, law, business, international relations, political science, psychology, anthropology, social science, theatre, performing arts and cultural studies, among others.

Moreover, the Associate in Arts in Social Justice Studies: Gender Studies for Transfer Degree will provide a rigorous educational experience designed to prepare students for successful engagement and mastery of upper division work in Women and Gender Studies and is comparable to the first two years of undergraduate study at a California State University.

The course curriculum for the transfer degree meets the requirements for transfer to the California State University System baccalaureate degree programs in Gender Studies and Gender Studies-related disciplines such as Women’s Studies, Feminist Studies, and Women, Gender, and Sexuality Studies.

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:

- Discipline and Department minutes showing approval
- Narrative *(See next page)*
- Completed Chancellor's Office Template (TMC) *(Must be most current version available)*
- C-ID or ASSIST Articulation Information, as required by the TMC *(Work with your Articulation Officer to obtain this documentation)*

Program Narrative

Item 1. Program Goals and Objectives

This degree is designed to facilitate the student’s passage from Riverside City College to the California State University (CSU) System with an Associate in Arts in Social Justice Studies – Gender Studies. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor’s Degree in Social Justice Studies – Gender Studies at a CSU. With this degree the student will be prepared for transfer to the university upper division level. Additionally, the intent of an associate degree for transfer is to assist students in seamlessly transferring to a CSU.

Item 2. Catalog Description

The Associate in Arts for Transfer in Social Justice Studies – Gender Studies is designed to provide a clear pathway to a CSU major and baccalaureate programs in Women’s Studies, Gender Studies, and Women and Gender Studies. Women and Gender Studies offers students breadth of knowledge through a set of introductory courses addressing gender, sexuality, race, ethnicity, and class, and depth of knowledge courses that focus on women’s experiences from an intersectional feminist perspective. Coursework aims to understand and dismantle not only sexism, but also racism, homophobia/heterosexism, classism, ableism, ageism, transphobia, and other forms of institutionalized oppression. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in a field related to Social Justice, particularly at the California State University campuses. Related fields include Women and Gender Studies, Feminist Studies, Sexuality Studies, Ethnic Studies, Critical Race Studies, or any of a number of other CSU majors in this “area of emphasis.” California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system. This priority does not guarantee admission to specific majors or campuses.

Program Student Learning Outcomes:

Upon successful completion of this program, the student will be able to:

1. Utilize feminist theory along with queer and trans theory to explore and analyze conceptions of power and oppression
2. Employ the principles of Women, Gender, & Sexuality Studies to identify, explore, and analyze examples of prejudice, discrimination, or oppression in historical or cultural frameworks
3. Examine the process of gender socialization
4. Analyze women’s experiences, gender politics, and/or feminism across cultures
5. Engage critical thinking and communication skills with a focus on cultural and global awareness
6. Use statistics or research methods in the behavioral and social sciences to better analyze issues related to Women and Gender Studies
7. Analyze issues across multiple disciplines through the lens of gender.

Total Units: 18 units

Required Core: 9 units

Course	Title	Units
SOC 10/10H or ETS 1	Race and Ethnic Relations/Honors OR Introduction to Ethnic Studies	3 3
SOC 15 or SOC 25	Introduction to Women’s Studies OR Introduction to the Sociology of Sex and Gender	3 3
PHI 34	Philosophical Survey of Sex, Gender, and Sexuality	3

Elective Courses: Choose 3 courses from at least two areas:

Area 1 – History or Government:

Course	Title	Units
HIS 34	History of Women in the United States	3
POL 21/ETS 21	Latinx Politics	3

Program Outline of Record – Associate Degree for Transfer (ADT)

POL 23/ETS 23	Race, Ethnicity, and Politics in America	3
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AREA 2 – Arts and Humanities:

Course	Title	Units
AHS 7	Women Artists in History	3
ENG 34	Literature by Women	3
ETS 7	Women of Color in the United States	3
ETS 8	Introduction to Black Feminism	3

Area 3 – Social Science:

Course	Title	Units
COM 13	Gender and Communication	3
ECO 9/9H	Economics of Poverty and Discrimination/Honors	3
ETS 8	Introduction to Black Feminism	3
HIS 38	LGBTQ+ History in the United States	3
SOC 50	Introduction to Social Research Methods	3

Area 4 – Quantitative Reasoning and Research Methods:

Course	Title	Units
MAT 12/12H or	Introduction to Statistics/Honors	4
PSY 48/SOC 48	Introduction to Statistics for the Behavioral Sciences	3

Area 5 – Major Preparation:

Course	Title	Units
AHS 7	Women Artists in History	3
COM 13	Gender and Communication	3
ENG 34	Literature by Women	3
ETS 7	Women of Color in the United States	3
HIS 34	History of Women in the United States	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

ASSOCIATE IN Arts FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies 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).

Program Outline of Record Credit Degrees and Certificates

Program Outline

Title: ADMINISTRATION OF JUSTICE/BASIC PUBLIC SAFETY DISPATCH

Originator: Kristy Paine

Date 9/13/2023

Department: School of Public Safety ADJ

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: 2105.20 CIP Code: 43.0199

Type of Program:

Certificate of Achievement only Locally approved certificate (less than 8 units) 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.)

Modification is to update the certificate with the proper TOPS and CIP codes.
Updated 4. Regional Employment Projection Data
Updated 7. Labor Market Analysis

Rationale:

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

There was an error on the TOPS code and CIP code for this certificate of achievement. Since these items were being updated, the college also updated the employment projections and Labor Market Analysis to the current years.

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 (N/A cert at MVC only)
 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

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.*

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.

The Administration of Justice/Public Safety Dispatch Certificate of achievement is designed to provide students with the skills required to function in the capacity of a public safety dispatcher. The students will learn how to answer emergency and on-emergency calls from the public, techniques for obtaining information/providing information to the public during emergency situations and non-emergency situations, dispatch via the radio during emergency and non-emergency situations and track multiple units/incidents via the radio system and learn appropriate protocols for specific incidents.

This 8-unit Certificate of Achievement includes those classes that are required by the California Peace Officer Standards and Training for employment as a public safety dispatcher in the State of California.

Item 2. Catalog Description

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

This program provides basic skills and knowledge in emergency and non-emergency situations for proper telephone etiquette, customary protocols, accessing local emergency service systems, and individual stress 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: 8 units

For the Certificate of Achievement, the following courses are required. This certificate can be completed in 2 semesters.

Requirements	Dept. Course Number	Course Name	Number of Units	Sequence
Required Core	ADJ D1A	Basic Public Safety Dispatch	6.0	First Semester
2 units from the following Electives:				
Elective	ADJ D1B	Dispatcher Update	1.0	Second Semester
Elective	ADJ D1C	Communications Training Officer	2.0	Second Semester
Elective	ADJ D3A	Handling the Rising Tide of Suicide	.25	Second Semester
Elective	ADJ D4A	Dispatcher Role in Critical Incidents	.25	Second Semester
Elective	ADJ D5A	Dispatcher Public Safety-Advanced	.50	Second Semester
Elective	ADJ D6A	Crisis Negotiator Concepts	.25	Second Semester
Elective	ADJ D7A	Dispatcher’s Role in Domestic Violence/Sexual Assault	.25	Second Semester

Total Program Units: 8 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.

The Administration of Justice/Basic Public Safety Dispatch Certificate aligns with the College's Mission to inspire, challenge, and empower our diverse, multi-cultural community of student learners to realize their goals; promote citizenship, integrity, leadership, and global awareness; encourage academic excellence and professionalism.

NEEDS

REGIONAL EMPLOYMENT PROJECTION DATA

According to the Employment Development Department (EDD) Labor Market Information Division, Public Safety Dispatchers occupational group is expected to increase by 9% through 2023; 88 annual openings will be available in the Inland Empire/Desert Region.

The Public Safety Dispatch Certificate will be run in conjunction with our partner, The Riverside County Sheriff's Department. We currently have a locally approved certificate for the Public Safety Dispatch Course (ADJ D1A) and are requesting a state certificate with the indicated courses noted in section 3. As indicated by the labor market information, there is a definite need for our certificate program.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Currently all 8 courses (Core and Electives) are offered twice a year. In the core course (ADJ D1A) the college averages 30 students each session for a total of 60 students a year. In the Elective Courses, the college averages 25 students per course each session, for a total of 350 students.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

All courses are available in the Moreno Valley College Inventory.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Currently there are no similar programs in the Inland Empire/Desert Region. According to the Employment Development Department (EDD) the only other program in the state is in Napa, California.

Item 8. Transfer Preparation Information (if applicable)

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

Record –
Credit Degrees and Certificates
Program Outline

Title: COSMETOLOGY INSTRUCTOR TRAINING

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: 3007

CIP Code:

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.)

Courses had an increase in unit values, program is being updated to reflect change.

Rationale:

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

Courses had an increase in unit values, program is being updated to reflect change.

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

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.)*

**Record –
Credit Degrees and Certificates**

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

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

- Create and demonstrate lesson planning, oral presentations, use methods of evaluations, test construction and use of audio/visual aids.
- Synthesize information and apply principles to solve instructional and classroom issues.
- Construct exams using multiple choice, true or false, identification, matching, essay, research and performance methods and identify the methodology of each test mechanism.
- Demonstrate methodology required for student success used in the classroom environment.

Item 2. Catalog Description

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

Need catalog description:

Cosmetology instructor pedagogy, California Board of Barbering and Cosmetology Act and Regulations, and the practice of Cosmetology instructor principles. Theory subjects include: basic learning styles and principles, learning environments and teaching plans. Laboratory practices include: oral presentations, audio and visual aids, classroom observations, classroom presentations and assessment observations.

Program Learning Outcomes:

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

- Create and demonstrate lesson planning, oral presentations, use methods of evaluations, test construction and use of audio/visual aids.
- Synthesize information and apply principles to solve instructional and classroom issues.
- Construct exams using multiple choice, true or false, identification, matching, essay, research and performance methods and identify the methodology of each test mechanism.
- Demonstrate methodologies required for student success used in the classroom environment.

Required Courses:

COS 61A Level I Cosmetology Instructor Concepts 7.0 units

COS 61B Level II Cosmetology Instructor Concepts 7.0 units

**Record –
 Credit Degrees and Certificates**

Requisite:

The Cosmetology Instructor Training Certificate will be awarded only to holders of Cosmetology licenses issued by the State of California.

Relevant information:

This Program Pathway will allow a full-time student to complete this program in 12 months. Students attending part time may take longer to complete. Course offered by terms are subject to change.

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

- Create and demonstrate lesson planning, oral presentations, use methods of evaluations, test construction and use of audio/visual aids.
- Synthesize information and apply principles to solve instructional and classroom issues.
- Construct exams using multiple choice, true or false, identification, matching, essay, research and performance methods and identify the methodology of each test mechanism.
- Demonstrate methodology required for student success used in the classroom environment.

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: 14 units

Course	Title	Units	Sequencing
COS-61A	Level I Cosmetology Instructor Concepts	7	Semester 1
COS-61B	Level I Cosmetology Instructor Concepts	7	Semester 1

Elective Courses: 0 units

Course	Title	Units	Sequencing

Total Program Units: 14 units

**Record –
Credit Degrees and Certificates**

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.

The Instructor Training program prepares students for the employment of postsecondary cosmetology instruction. Typically, community college instructors require more education and work experience than private training providers. The typical combination of work experience for community colleges is a bachelor's degree and between two and five years of relevant work experience or an associate degree and six years of relevant work experience.

Work Experience Requirements: More than half (21) of the job ads for cosmetology instructors included a minimum work experience required figure. Of the ads with a work experience requirement, 85% are looking for candidates with three or more years of experience.

Years of Work Experience Required Job Ads

0 to 2 years 14%

3 to 5 years 43%

6 to 8 years 43%

Certifications: Only 21 of the 39 job ads for cosmetology instructors included a required certification. A valid California cosmetology license was the most frequently requested certification over the past twelve months. Job ads with this certification requirement typically were seeking candidates with a low level of education and combined work experience, when compared to community college requirements. Many of the community college job advertisements did not include required certifications as they primarily focused on education and work experience as a way to gauge job competency.

Advertised Earnings: The average real-time salary is \$56,000 and the median real-time salary is \$44,000. This information should be viewed with caution as it only represents 49% of job postings.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Potential number of completers annually 60-80 completers.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

The courses offered with this Instructor Training program could be post cosmetology education. Upon the completion of the cosmetology program, students could enroll in Instructor Training Program.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Few community colleges offer an Instructor Training Program, Fullerton College offers an Instructor Training program.

Item 8. Transfer Preparation Information (if applicable)

**Record –
Credit Degrees and Certificates**

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

Program Outline

Title: Nursing Assistant

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: 1230.30 **CIP Code:** 513902

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate 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:

Adding a corequisite laboratory course, NNA-80A.

Rationale:

Adding a corequisite laboratory course, NNA-80A.

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

Discipline and 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

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 modifications)*

Regional Consortium Recommendation *(required for new programs only)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office cannot appear on student transcripts and the college cannot receive apportionment for program completions.*

Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.

Program Narrative

Item 1. Program Goals and Objectives

Mission of Riverside City College: Riverside City College provides a high-quality affordable education and engages with a diverse community of learners by offering pre-college, transferable, and career-technical courses leading to locally-approved and state-approved certificates, associate degrees, associate degrees for transfer, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking; develops information competency and technological literacy; expands communication skills, and promotes self-development and global awareness. To encourage student success, the College provides comprehensive learning and student support services; co-curricular activities; and community and Arts programs. RCC supports and empowers students as they work toward individual achievement, intellectual curiosity, and life-long learning.

The mission of the RCC School of Nursing: The RCC School of Nursing provides excellence in education to a diverse student population to meet the healthcare needs of our community members by engaging in professional nursing practice.

The nursing program contributes to the mission of the college by offering a career pathway towards a nursing assistant certificate to meet the healthcare needs of the local community.

Item 2. Catalog Description

Provides theoretical and clinical laboratory components of state-mandated curriculum required to take the state certification examination for nursing assistants. Complies with federal regulations for preparing healthcare workers in long-term care settings. Focuses on the role, performance and responsibilities of nursing assistants (NAs) as members of the healthcare team. Requires evaluation of clinical performance through demonstrated competence on identified skills.

Program Learning Outcomes

1. Provide quality, safe, patient-centered care as designed by the state-mandated theory and clinical modules.
2. Demonstrate appropriate ethical, legal and professional principles while implementing the nursing assistant (NA) role.
3. Perform the duties of the certified nursing assistant under the leadership of a licensed vocational or registered nurse.
4. Demonstrate caring behaviors through nursing assistant skills that positively influence health outcomes and displays sensitivity to the values of others.
5. Maintain collaborative relationships with other members of the healthcare team.
6. Begin to use critical thinking principles to recognize and report impending emergencies in the role of the nursing assistant.
7. Utilize technology to perform designated tasks and skills.

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: 6.5-9 units

Course	Title	Units	Sequencing
NNA-80	Nursing Assistant Training Program (NATP)	6	Term 1 if selected
AND		AND	
NNA-80A	Nursing Learning Laboratory	0.5	
OR	Foundations of Nursing Practice Across the Lifespan	8.5	Term 1 if selected
NRN-11		AND	
AND		AND	
NRN-11A	Nursing Learning Laboratory	0.5	

Elective Courses: units

Course	Title	Units	Sequencing

Total Program Units: 6.5-9 units

Item 4. Master Planning

Certificate is already offered as part of the Nursing program. No additional resources are needed.

Item 5. Enrollment and Completer Projections

Approximately 200 students complete this certificate annually.

Item 6. Place of Program in Curriculum/Similar Programs

Certificate is already offered as part of the Nursing program. No additional resources are needed.

Item 7. Similar Programs at Other Colleges in Service Area

1. College of the Desert
2. Copper Mountain College
3. Palo Verde College
4. Chaffey College

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: ADMINISTRATION OF JUSTICE/LAW ENFORCEMENT

BASIC PEACE OFFICER ACADEMY INTENSIVE

Originator: Kristy Paine

Date 9/27/2023

Department: School of Public Safety

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: 2105.50

CIP Code: 43.0107

Type of Program:

Certificate of Achievement only Locally approved certificate (less than 8 units) 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.)

Modification is to update the certificate with the proper TOPS and CIP codes.

POST- Peace Officer Standards of Training added a Learning Domain (#14) – added 8 hours of lecture to this program and increased the units from 40.0 to 40.5 units.

Updated 4. Regional Employment Projection Data

Updated 7. Labor Market Analysis

Rationale:

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

There was an error on the TOPS code and CIP code for this program. Since these items were being updated, the college also updated the employment projections and Labor Market Analysis to the current years.

POST- Peace Officer Standards of Training added a Learning Domain (#14) – added 8 hours of lecture to this program and increased the units from 40.0 to 40.5 units.

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 – (N/A mvc program only)
- 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

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.*

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.

The Administration of Justice/Law Enforcement Basic Peace Officer Academy Intensive Program is designed to provide students with the career education required by California Peace Officer Standards and Training, to function as law enforcement professionals in the State of California.

The intensive academy meets the standards set by California Peace Officer Standards and Training over a 5–6-month period and is considered a full-time academy. The students in this program attend classes Monday through Friday all day. The student can complete this certificate program in 6 months.

After successful completion of the Basic Peace Officer Academy Intensive Program employment possibilities include Deputy Sheriff positions with all counties in California, Police Officer positions with all Police Departments in California, State Parks law enforcement, College Police Departments, and some out-of-state law enforcement agencies.

Item 2. Catalog Description

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

This program focuses on the criminal justice system, its organizational components and processes, as well as its legal and public policy contexts. This includes instruction in criminal law and policy, police and correction systems organization, the administration of justice and the judiciary, and public attitudes regarding criminal justice issues.

The Basic Peace Officer Academy Intensive prepares individuals to perform the duties of police and public security officers, including patrol and investigative activities, traffic control, crowd control and public relations, witness interviewing, evidence collection and management, basic crime prevention methods, weapon and equipment operation and maintenance, report preparation and other routine law enforcement responsibilities.

SHORT DESCRIPTION OF PROGRAM

This program focuses on intensive basic instruction designed to meet the minimum requirements of a peace officer established as state law.

PROGRAM PREREQUISITE:

Non-Course Requirement: Completion of the P.O.S.T. Reading and Writing Skills Examination or equivalent examination; completion of the P.O.S.T. Physical Fitness Assessment; completion of the P.O.S.T. personal history statement; possession of a valid California driver's license; successful completion of a medical examination and fingerprint clearance through the California State Department of Justice.

Certificate Program

Program Learning Outcomes

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

- Analyze the various aspects of police work.
- Identify minimum competencies in police functions of most frequent occurrence.
- Compare and contrast the concepts of uniformity in police practices and procedures.
- Compare and contrast basic techniques for evaluating and analyzing occupationally hazardous situations and selection of the appropriate response or procedure.
- Apply laws of arrest, search and seizure, documentation of evidence and patrol procedures in a variety of scenarios and environments.
- Speak and read basic Spanish.
- Prepare extensive reports independently.
- Demonstrate advanced proficiency with firearms.

Item 3. Program 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 May 2022*

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.

The required course in this program is Monday through Friday, all day long with some evening classes. This class is not offered in the traditional sequence of Fall/Spring. The academies at Ben Clark Training Center run year-round.

Required Courses: 40.5 units

Requirements	Department Name #	Name	Units	Sequence
Required Core	ADJ B1B	Basic Peace Officer Academy Intensive	40.5	Y1

Total Program Units: 40.5 units

Minimum Degree Units		Maximum Degree Units	
Minimum Major Units	40.5	Maximum Major Units	40.5
Double Counted Units	0	Double Counted Units	0
Local GE Required Units	27	CSUGE Required Units	39
Electives	0	Electives	0
Total Minimum Degree Units	67.5	Total Maximum Degree Units	79.5

The Associate of Science Degree in Administration of Justice/Law Enforcement Basic Peace Officer Academy Intensive 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

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

The Administration of Justice/Law Basic Peace Officer Academy Intensive Program aligns with the College’s Mission to inspire, challenge, and empower our diverse, multi-cultural community of student learners to realize their goals; promote citizenship, integrity, leadership, and global awareness; encourage academic excellence and professionalism.

Needs

Regional Employment Projection Data

According to the Employment Development Department (EDD) Labor Market Information Division, Police Academy and Administration of Justice occupational group is expected to increase by 9% through 2025. The five-year projection indicates 2,644 jobs in this area which equates to 529 jobs a year.

It is important to note, that the EDD Labor Market information also shows a 5% increase in these employment projections state-wide. Statewide this equates to 7,925 jobs annually. This is important because our program is accepted by agencies statewide.

The academy programs are currently running in conjunction with our partner, The Riverside Sheriff's Department. We currently have no new needs for this program. As indicated by the Labor Market Information, there is a definite need for our program.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Currently, this course is offered 3-4 times a year. In each class there are normally 40-60 students. At times, when the Sheriff's Department conducts recruiting, classes can have as many as 90 students each. We have not cancelled or rescheduled a class in over 3 years.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

All courses are available in the Moreno Valley College Inventory.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

Currently in the area San Bernardino Valley College offers a similar program with San Bernardino Sheriff's Department, it is not known if they are applying for a state certificate at this time.

Item 8. Transfer Preparation Information (if applicable) - N/A

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

Program Outline

Title: Administration of Justice/Law Enforcement Basic Peace Officer Modular Academy

Originator: Kristy Paine

Date 9/26/2023

Department: School of Public Safety

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: 2105.50 **CIP Code:** 43.0107

Type of Program:

Certificate of Achievement only Locally approved certificate (less than 8 units) 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.)

P.O.S.T. Peace Officer Standards and Training added a Learning Domain (#14)- added a total of 10 hours of lecture as follows:

Module III (ADJ R1A2) 1 hour lecture	Units did not change 7.5 units
Module II (ADJ R1B) 2 hours lecture	Units did not change 10.5 units
Module I (ADJ R1C) 8 hours lecture	UNITS CHANGED from 17 to 17.5 units

The overall units for this program has CHANGED from 35 units to 35.5 units

Updated 4. Regional Employment Projection Data
Updated 7. Labor Market Analysis

Rationale:

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

P.O.S.T. Peace Officer Standards and Training added a new Learning Domain (#14 Officer Wellness) to this program. This increased the hours in all three Modules and Increased the overall unit total for this program as follows:

Module III (ADJ R1A2) 1 hour lecture	Units did not change 7.5 units
Module II (ADJ R1B) 2 hours lecture	Units did not change 10.5 units
Module I (ADJ R1C) 8 hours lecture	UNITS CHANGED from 17 to 17.5 units

The overall units for this program HAD CHANGED from 35 units to 35.5 units

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 (N/A MVC program only)
- 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

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.)- N/A

**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.

The Administration of Justice/Law Enforcement Basic Peace Officer Modular Academy Program, like ADJ B1B Intensive Academy, is designed to provide students with the career education required by California Peace Officer Standards and Training, to function as law enforcement professionals in the state of California. The modular academy is intended to assist those students looking for a career change, but still need to work full time to support their families. The curriculum for the modular academy meets the standards set by California Peace Officer Standards and Training over an extended amount of time. The students in this program attend classes in the evenings and on weekends in 3 separate modules. The student can complete all three modules in 14-18 months. At the completion of all three modules the student is awarded their POST Modular Academy completion certificate. The student is eligible to apply to law enforcement agencies as a “pre-service” applicant. After successful completion of the POST Modular Academy the employment possibilities include Deputy Sheriff positions with all counties in California, Police Officer positions with all Police Departments in California, State Parks law enforcement, College Police Departments, and some out-of-state law enforcement agencies.

Item 2. Catalog Description

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

This program focuses on the criminal justice system, its organizational components and processes, as well as its legal and public policy contexts. This includes instruction in criminal law and policy, police and correction systems organization, the administration of justice and the judiciary, and public attitudes regarding criminal justice issues.

The Administration of Justice/Law Enforcement Basic Peace Officer Modular Academy Program, like ADJ B1B Intensive Academy, is designed to provide students with the career education required by California Peace Officer Standards and Training, to function as law enforcement professionals in the state of California. The modular academy is intended to assist those students looking for a career change, but still need to work full time to support their families. The curriculum for the modular academy meets the standards set by California Peace Officer Standards and Training over an extended amount of time. The students in this program attend classes in the evenings and on weekends in 3 separate modules. The student can complete all three modules in 14-18 months. At the completion of all three modules the student is awarded their POST Modular Academy completion certificate. The student is eligible to apply to law enforcement agencies as a “pre-service” applicant. After successful completion of the POST Modular Academy the employment possibilities include Deputy Sheriff positions with all counties in California, Police Officer positions with all Police Departments in California, State Parks law enforcement, College Police Departments, and some out-of-state law enforcement agencies.

SHORT DESCRIPTION OF PROGRAM

This program focuses on intensive basic instruction designed to meet the minimum requirements of a peace officer established as state law.

PROGRAM PREREQUISITE:

Non-Course Requirement: Completion of the P.O.S.T. Reading and Writing Skills Examination or equivalent examination; completion of the P.O.S.T. Physical Fitness Assessment; completion of the P.O.S.T. personal history statement; possession of a valid California driver’s license; successful completion of a medical examination and fingerprint clearance through the California State Department of Justice.

Certificate Program

Program Learning Outcomes

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

- Analyze the various aspects of police work
- Identify minimum competencies in police functions of most frequent occurrence.
- Compare and contrast the concepts of uniformity in police practices and procedures.
- Compare and contrast basic techniques for evaluating and analyzing occupationally hazardous situations and selection of the appropriate response or procedures.
- Apply laws of arrest, search and seizure, documentation of evidence and patrol procedures in a variety of scenarios and environments.

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: 35.5 units

Requirements	Department Course #	Course Name	Units	Sequence Taken
Required Core	ADJ R1A2	Level III Modular Academy Training	7.5	Year 1
Required Core	ADJ R1B	Level II Modular Academy Training	10.5	Year 1
Required Core	ADJ R1C	Level I Modular Academy Training	17.5	Year 1/2

Total Program Units: 35.5 units

Minimum Degree Units		Maximum Degree Units	
Minimum Major Units	35.5	Maximum Major Units	35.5
Double Counted Units	0	Double Counted Units	0
Local GE Required Units	27	CSUGE Required Units	39
Electives	0	Electives	0
Total Minimum Degree Units	62.5	Total Maximum Degree Units	74.5

The **Associate of Science Degree in Administration of Justice/Law Enforcement Basic Peace Officer Modular Academy** 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

Must address how the certificate/degree fits in the mission, curriculum, and master planning of the college and higher education in California.

The Administration of Justice/Law Basic Peace Officer Modular Academy Program aligns with the College’s Mission to inspire, challenge, and empower our diverse, multi-cultural community of student learners to realize their goals; promote citizenship, integrity, leadership, and global awareness; encourage academic excellence and professionalism.

NEEDS:

Regional Employment Projection Data

According to the Employment Development Department (EDD) Labor Market Information Division, Police Academy and Administration of Justice occupational group is expected to increase by 9% through 2025. The five-year projection indicates 2,644 jobs in this area which equates to 529 jobs a year.

It is important to note, that the EDD Labor Market information also shows a 5% increase in these employment projections state-wide. Statewide this equates to 7,925 jobs annually. This is important because our program is accepted by agencies statewide.

The academy programs are currently running in conjunction with our partner, The Riverside Sheriff's Department. We currently have no new needs for this program. As indicated by the Labor Market Information, there is a definite need for our program.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

Currently this program is offered once a year. In Modular III and Modular II we average around 20 to 30 students. In Modular I we average around 30 to 40 students

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college's existing inventory.

All courses are available in the Moreno Valley College Inventory.

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

College of the Desert and Victor Valley College both offer the Modular III and Modular II course at their colleges. We are currently the only college offering the Modular I. We work with both colleges to transition their students into our program.

Item 8. Transfer Preparation Information (if applicable)

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

Program Outline

Title: Licensed Vocational Nursing

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: 1230.20

CIP Code: 513901

Type of Program:

Certificate of Achievement only Associate’s Degree only Certificate 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.)

Revised courses in program as units/hours were re-distributed, added two corequisite laboratory courses, and removed three courses in which content was integrated into the four new courses.

Upon completion of the RCC Vocational Nursing program, the graduate will:

1. Provide quality, safe, patient-centered basic nursing care using evidence-based practices, as a competent, entry-level vocational nurse, under the direct supervision of a licensed physician or registered nurse.
2. Function as a competent entry-level, vocational nurse accepting accountability and responsibility for the ethical and legal principles defined in the vocational nursing code of ethics and practice act.
3. Function as a leader, assimilating leadership principles in a variety of health care settings for diverse patient populations as a competent, entry-level vocational nurse.
4. Exemplify caring through behaviors that support relationship-centered care and demonstrate respect and sensitivity to others as a competent, entry-level vocational nurse.
5. Assimilate collaborative relationships through communication with the interprofessional health care team for the purpose of providing and improving patient outcomes as a competent, entry-level vocational nurse.
6. Assimilate critical thinking principles using clinical reasoning to make sound clinical judgments necessary for providing safe patient care and contributing to quality improvement as a competent, entry-level vocational nurse.
7. Integrate nursing informatics and technology to effectively communicate, enhance knowledge, manage and analyze data, prevent errors, and support decision-making as a competent, entry-level vocational nurse.

Rationale:

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

Revised courses in program as units/hours were re-distributed to fit into the Districts 6-week summer intersession. In preparing for the BVNPT 4-year continued approval self-study, it was determined that there was duplication of course content and content needed to be better distributed across the program curriculum.

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

- Discipline and 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

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)*
 - Licensed practical and licensed vocational nurse jobs are expected to increase by **11% between 2017 and 2022** in the Inland Empire/Desert Region. A total of **3,679 job openings** will be available over the five-year timeframe.
 - The entry-level wage for licensed practical and licensed vocational nurses is **above the MIT Living Wage estimate of \$12.30 per hour** for a single adult living in the Inland Empire/Desert Region.
 - Occupational demand appears to be met by educational supply based on the average annual number of program completers for the selected community college program (**164 community college credentials, 552 other educational institution credentials, 716 annual average total**), and the annual openings for licensed practical and licensed vocational nurses in the region (**736 annual job openings**). It is recommended the colleges contact local employers to understand their future employment needs.

(See attachment)

- Advisory Committee Recommendation *(required for new programs and modifications)*
- Regional Consortium Recommendation *(required for new programs only)*

**While certificates between 8 and less than 16 units can be approved locally and are not required to be submitted to the State Chancellor’s Office for approval, certificates that have not been approved by the State Chancellor’s Office cannot appear on student transcripts and the college cannot receive apportionment for program completions. Additionally, any certificate of less than 8 units can only be approved locally. These certificates also cannot appear on student transcripts and colleges cannot receive apportionment for completion.*

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.

Mission of Riverside City College: Riverside City College provides a high-quality affordable education and engages with a diverse community of learners by offering pre-college, transferable, and career-technical courses leading to locally approved and state-approved certificates, associate degrees, associate degrees for transfer, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking; develops information competency and technological literacy; expands communication skills and promotes self-development and global awareness. To encourage student success, the College provides comprehensive learning and student support services; co-curricular activities; and community and Arts programs. RCC supports and empowers students as they work toward individual achievement, intellectual curiosity, and life-long learning.

The mission of the RCC School of Nursing: The RCC School of Nursing provides excellence in education to a diverse student population to meet the healthcare needs of our community members by engaging in professional nursing practice.

The nursing program contributes to the mission of the college by offering a career pathway towards an associate of science degree vocational nursing or a certificate to meet the healthcare needs of the local community.

Item 2. Catalog Description

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

The School of Nursing is a vital component of Riverside City College (RCC) and embraces the mission, values, and traditions of both the RCC District and the College. The School of Nursing prepares quality nursing healthcare providers using a student-centered approach through teaching excellence in an environment conducive to learning. The Vocational Nursing (VN) program prepares individuals to provide general nursing care under the direction of a registered nurse, physician or dentist, including the collaboration with other professionals and consumers in the delivery of holistic healthcare.

PROGRAM LEARNING OUTCOMES

Upon completion of the RCC Vocational Nursing program, the graduate will:

1. Provide quality, safe, patient-centered basic nursing care using evidence-based practices, as a competent, entry-level vocational nurse, under the direct supervision of a licensed physician or registered nurse.
2. Function as a competent entry-level, vocational nurse accepting accountability and responsibility for the ethical and legal principles defined in the vocational nursing code of ethics and practice act.
3. Function as a leader, assimilating leadership principles in a variety of health care settings for diverse patient populations as a competent, entry-level vocational nurse.

4. Exemplify caring through behaviors that support relationship-centered care and demonstrate respect and sensitivity to others as a competent, entry-level vocational nurse.
5. Assimilate collaborative relationships through communication with the interprofessional health care team for the purpose of providing and improving patient outcomes as a competent, entry-level vocational nurse.
6. Assimilate critical thinking principles using clinical reasoning to make sound clinical judgments necessary for providing safe patient care and contributing to quality improvement as a competent, entry-level vocational nurse.
7. Integrate nursing informatics and technology to effectively communicate, enhance knowledge, manage and analyze data, prevent errors, and support decision-making as a competent, entry-level vocational nurse.

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: 50-55 units

Course	Course Name	Units
BIO-45	Survey of Human Anatomy and Physiology	3
OR	OR	OR
BIO-50A AND BIO-50B	Anatomy and Physiology, I and Anatomy and Physiology II	4 and 4
NVN-55A	Vocational Nursing Practice and Nutrition Across the Lifespan	3
NVN-55B	Principles of Pathophysiology	2
PSY-9	Developmental Psychology	3
NVN-42	Introductory Concepts of Vocational Nursing- Fundamentals and Mental Health	13
NVN-42A	Nursing Learning Laboratory	0.5
NVN-43	Intermediate Concepts of Vocational Nursing- Maternity and Pediatrics	6
NVN-44	Intermediate Concepts of Vocational Nursing- Medical/Surgical	13
NVN-44A	Nursing Learning Laboratory	0.5
NVN-45	Advanced Concepts of Vocational Nursing- Medical/Surgical	6
	Total Program Units	50-55 units

Elective Courses: 0 units

Course	Title	Units	Sequencing

Total Program Units: 50-55 units

Minimum Degree Units		Maximum Degree Units	
Minimum Required Units	50	Maximum Required Units	55
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	77	Total Maximum Degree Units	94

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.

Facilities

The college has the facilities and resources to maintain the courses at the level of quality described in this proposal. All courses are already active and offered on a regular basis at Riverside City College

Program Costs.

1. Students pay Health Services (\$25), parking (\$150), Student Services Fees (\$30) and tuition (\$46) per unit each semester. The cost is approximately \$2,000.00 for 12 months.
2. Students furnish their own uniforms. The cost is approximately \$250.
3. The costs of supply bag, iPad, testing platform and other required supplies are approximately \$600 for a year.
4. Physical examination/lab work costs are approximately \$98 - \$600.
5. Background checks/CPR costs approximately \$220.
6. It is recommended that students carry personal health and accident insurance including hospitalization. Policies are available to college students at reasonable rates. The college provides liability insurance at no cost to the student.
7. Students are required to purchase ATI PN Supreme package (digital textbooks, skills modules, video case studies, standardized assessments, web-based tutorials, NCLEX-PN preparation, case studies, and remediation resources) for use during the program. Estimated cost is \$1,650.00.

Item 5. Enrollment and Completer Projections

Projection of number of students to earn certificate/degree annually.

The VN program graduates 70 students annually.

Item 6. Place of Program in Curriculum/Similar Programs

Must address how the certificate/degree fits in college’s existing inventory.

This program is already in place at Riverside City College. The modification is the revision of Program Learning Outcomes

Item 7. Similar Programs at Other Colleges in Service Area

Justification of need for certificate/degree in the region.

The following community colleges also have VN programs in the Inland Empire:

1. College of the Desert
2. Copper Mountain College
3. Palo Verde College
4. Chaffey College

Item 8. Transfer Preparation Information (if applicable)

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