**Discipline Information**

**Discipline Title:**

**Discipline Acronym:**

**Originator: Date** Click or tap to enter a date.

**Department:**

**Moreno Valley College  Norco College  Riverside City College***(Please note: If multiple colleges wish to adopt this discipline, each college must submit their own copy of this form along with supporting documentation specific to that college.)*

**Rationale:**

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

**Please indicate the title of the discipline from the Chancellor’s Office Minimum Qualifications Handbook:**

**Department that will house discipline:**

**Department Chair:**

**District Discipline Facilitator:**

**List all faculty who should have origination permissions for curriculum proposals:**

*(All originators must have the appropriate FSA for the discipline.)*

**List all faculty who should have discipline review permissions for curriculum proposals:**

*(All discipline reviewers must have the appropriate FSA for the discipline.)*

**List all faculty who should have department review permissions for curriculum proposals:**

**Required Documentation**

Please submit this form and the documents outlined below to your college Curriculum Program Coordinator and the District Technical Review committee via [TechReview@rccd.edu](mailto:TechReview@rccd.edu). Please do not submit your proposal until all of the documentation below is complete.

Evidence of district-wide discipline communication *(if the discipline is already offered by other colleges in the district)*

Department minutes showing approval

**Additional Required Processes**

Faculty may submit a discipline proposal and corresponding course proposals at the same time. After submitting this form to [TechReview@rccd.edu](mailto:TechReview@rccd.edu), District Educational Services will add the discipline to the curriculum management system. The discipline and any corresponding courses are not considered approved until they complete the approval process locally and with the State Chancellor’s Office as necessary.