

District Curriculum Committee Meeting Notes

Tuesday, September 4, 2018

4:00-5:00pm

CAADO 209

Voting Members	Non-Voting Members/Guests
<input checked="" type="checkbox"/> Brian Johnson (Chair, MATH, NOR)	<input checked="" type="checkbox"/> Heather Edberg (Staff, RCCD)
<input type="checkbox"/> Susan Mills (Co-Chair, VC Ed Services, MATH)	<input checked="" type="checkbox"/> Rebecca Turner (Staff, RCCD)
<input checked="" type="checkbox"/> Greg Burchett (BIO, RCC)	<input type="checkbox"/> Ellen Brown-Drinkwater (AO, RCC)
<input checked="" type="checkbox"/> Ann Pfeifle (HIST, MVC)	<input checked="" type="checkbox"/> Nick Franco (AO, NOR)
	<input checked="" type="checkbox"/> Jeanne Howard (AO, MVC)
	<input checked="" type="checkbox"/> Sabina Fernandez (Staff, MVC)
	<input checked="" type="checkbox"/> Steven Schmidt (MUS, RCC, Chair/District Technical Review Comm.)

Agenda and Minutes

- a. September 4, 2018 Agenda - Approved
- b. May 15, 2018 Minutes – Hold for next meeting



2018-05-15 DCC
Notes.docx

Action Items

- a. Curriculum Proposals (see attachment)



2018-09-04 DCC
Notes-Proposals.xls

- b. District Curriculum Meeting Dates for 2018-2019 - Approved



Proposed Meeting
Dates 18-19.xlsx

Discussion Items

- a. Course Objectives Required on Course Outlines of Record
 - a. Objectives are now required on course outlines
 - i. Brian Johnson will share information on outcomes vs. objectives with Committee members

- ii. Curriculum chairs should include this on their agendas
- b. Total Contact Hours on Course Outlines of Record
 - a. Outside of class hours are now required on course outlines
 - b. Request has been submitted to Governet to modify the COR report
 - c. Curriculum chairs should include this on their agendas
- c. Curriculum Handbook
 - a. Updates to the handbook were last made in 2014 and the document has been in draft status since that time
 - b. It was suggested that the committee work on updating the handbook one section at a time at each District meeting. Looking to have this completed by spring
 - c. Greg Burchett did quite a bit of work over the summer and will reforward his suggested edits
- d. Curriculum Deadlines
 - a. All Curriculum chairs were invited to a meeting tomorrow – discussion and decisions made at this meeting will significantly impact curriculum deadlines for the coming year and in the future
 - i. Early Enrollment: Curriculum, September 5, 2018, 8:30am, CAAD) 209
 - ii. Unfortunately most chairs are teaching at this time and are unable to attend
 - iii. Ann Pfeifle plans to attend. She and Heather Edberg will forward information from the meeting to other committee members



RCCD Draft
CurriculumHB_2-20-1.

Information Items

- a. Supporting Documents for Inclusion, Exclusion and Program Submissions



Norco Spanish TMC
POR Spring 18 Revisi

**District Curriculum Committee
Proposals for Review: September 4, 2018**

Course_Proposal Type	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale	Course_Proposal Has Changes Requested	Discussion	Action
Course Deletion								
Course Deletion	Riverside City	ART	3	Art for Teachers	Add assignments and correct methods of instruction Norco excluded this course from their inventory, approved by the BOT on January 19, 2016.	FALSE		Approved
Course Deletion	Riverside City	ART	8	Mexican Art History	As part of program review, ART 13 and ART 14 were developed to be part of ADT pathways. The content from ART 8 were incorporated into the year sequence of ART 13/14. As a result, ART 8 has not been offered, and the proposal is to delete the course from RCC/RCCD inventory.	FALSE		Approved
Course Deletion	Moreno Valley	CAT	60	Introduction to Microsoft Access	Course is inactive and not offered in the last 2 years. It is not on any program certificates. Two other CAT/CIS courses cover the introductory content.	FALSE		Approved
Course Deletion	Norco	CAT	60	Introduction to Microsoft Access	Course is inactive and not offered in the last 2 years. It is not on any program certificates. Two other CAT/CIS courses cover the introductory content.	FALSE		Approved

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Course Deletion	Riverside City	CAT	60	Introduction to Microsoft Access	Course is inactive and not offered in the last 2 years. It is not on any program certificates. Two other CAT/CIS courses cover the introductory content.	FALSE		Approved
Course Deletion	Moreno Valley	FIT	C2C	Command 2C, High Rise Fire Tactics	This course has not been reviewed/revised since 2007. Title V requires all course outlines of record be reviewed/revised every six years with Career and Technical Education courses every two years. Therefore this course is out of compliance and needs to be revised.	FALSE		Approved
Course Deletion	Moreno Valley	FIT	M1	Fire Management 1, Management/Supervision for Company Officers	Update SLO's and match to institutional SLO's. Update reference and student materials.	FALSE		Approved
Course Major Modification								
Course Major Modification	Moreno Valley	BIO	1H	Honors General Biology	Update curriculum as part of program review.	FALSE		Return to Draft
Course Major Modification	Norco	BIO	1H	Honors General Biology	Update curriculum as part of program review.	FALSE		Return to Draft
Course Major Modification	Riverside City	BIO	1H	Honors General Biology	Update curriculum as part of program review.	FALSE		Return to Draft
Course Major Modification	Riverside City	BUS	72	Quantitative Methods for Business	Update curriculum.	FALSE		Approved
Course Major Modification	Moreno Valley	CAT	78A	Introduction to Adobe Photoshop	Adding SLOs for TBA labs	FALSE		Hold
Course Major Modification	Norco	CAT	78A	Introduction to Adobe Photoshop	Adding SLOs for TBA labs	FALSE		Hold
Course Major Modification	Riverside City	CAT	78A	Introduction to Adobe Photoshop	Adding SLOs for TBA labs	FALSE		Hold

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Course Major Modification	Moreno Valley	CAT	78B	Advanced Adobe Photoshop	Norco excluded this course from their inventory. Approved by the BOT on December 8, 2015.	FALSE		Hold
Course Major Modification	Riverside City	CAT	78B	Advanced Adobe Photoshop	Norco excluded this course from their inventory. Approved by the BOT on December 8, 2015.	FALSE		Hold
Course Major Modification	Moreno Valley	CAT	79	Introduction to Adobe Illustrator	Change method of evaluation, method of instruction, update content and course materials.	FALSE		Hold
Course Major Modification	Norco	CAT	79	Introduction to Adobe Illustrator	Change method of evaluation, method of instruction, update content and course materials.	FALSE		Hold
Course Major Modification	Riverside City	CAT	79	Introduction to Adobe Illustrator	Change method of evaluation, method of instruction, update content and course materials.	FALSE		Hold

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Course Major Modification	Riverside City	CIS	25	Information and Communication Technology Essentials	In order to align with the state Transfer Model Curriculum C-ID course ITIS 110 the change from 3 units to 4 units is needed. This need is based on the addition of lab hours for students to physically work on equipment which are currently missing from the course. This course has 99 labs for students to complete on physical equipment eg. assembly/disassembly of computers, as well as, PC documentation, upgrade determination, parts identification and technical/helpdesk troubleshooting and customer service skills. In checking with other community colleges teaching this course, lab hours, in addition to lecture hours, are include to allow students to put their hands on equipment to acquire the	FALSE		Hold
Course Major Modification	Riverside City	CIS	34A	Introduction to Word	All components of this COR have been reviewed and updated with TBA lab content as a part of a district discipline CTE 2-Year Curriculum Review Cycle (began 12/2016).	FALSE		Hold

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Course Major Modification	Moreno Valley	CIS	65	Introduction to Microsoft PowerPoint	All components of this COR have been reviewed and revised for a district discipline 2 year Curriculum Review Cycle (began 12/2016).	FALSE		Hold
Course Major Modification	Norco	CIS	65	Introduction to Microsoft PowerPoint	All components of this COR have been reviewed and revised for a district discipline 2 year Curriculum Review Cycle (began 12/2016).	FALSE		Hold
Course Major Modification	Riverside City	CIS	65	Introduction to Microsoft PowerPoint	All components of this COR have been reviewed and revised for a district discipline 2 year Curriculum Review Cycle (began 12/2016).	FALSE		Hold
Course Major Modification	Moreno Valley	CIS	80	Word Processing: Microsoft Word for Windows	Review and revision of all COR components has been completed as a part of a district discipline 2 Year Curriculum Review Cycle (began 12/2016).	FALSE		Hold
Course Major Modification	Norco	CIS	80	Word Processing: Microsoft Word for Windows	Review and revision of all COR components has been completed as a part of a district discipline 2 Year Curriculum Review Cycle (began 12/2016).	FALSE		Hold
Course Major Modification	Riverside City	CIS	80	Word Processing: Microsoft Word for Windows	Review and revision of all COR components has been completed as a part of a district discipline 2 Year Curriculum Review Cycle (began 12/2016).	FALSE		Hold

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Proposals for Review: September 4, 2018**

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Course Major Modification	Riverside City	CIS	84	Word Processing: WordPerfect for Windows	All COR sections have been reviewed and revised for a district discipline 2 Year Curriculum Review Cycle (began 12/2016)	FALSE		Hold
Course Major Modification	Norco	CIS	90	Microsoft Outlook	CTE 2 Year Curriculum Review: revision of all course outline components and addition of TBA lab activities.	FALSE		Hold
Course Major Modification	Riverside City	CIS	90	Microsoft Outlook	CTE 2 Year Curriculum Review: revision of all course outline components and addition of TBA lab activities.	FALSE		Hold
Course Major Modification	Riverside City	CIS	91	Microsoft Project	All parts of this existing COR have been revised for a district discipline Curriculum Review Cycle (began 12/2016).	FALSE		Hold
Course Major Modification	Moreno Valley	CIS	98A	Introduction to Excel	Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update	FALSE		Hold
Course Major Modification	Norco	CIS	98A	Introduction to Excel	Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update	FALSE		Hold

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Course Major Modification	Riverside City	CIS	98A	Introduction to Excel	Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update	FALSE		Hold
Course Major Modification	Norco	CIS	98B	Advanced Excel	Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update	FALSE		Hold
Course Major Modification	Riverside City	CIS	98B	Advanced Excel	Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update	FALSE		Hold
Course Major Modification	Norco	CSC	11	Computer Architecture and Organization: Assembly	Transfer Model Curriculum C-ID Comp 142 compatibility upgrade	FALSE		Hold
Course Major Modification	Riverside City	CSC	11	Computer Architecture and Organization: Assembly	Transfer Model Curriculum C-ID Comp 142 compatibility upgrade	FALSE		Hold
Course Major Modification	Norco	CSC	12	PHP Dynamic Web Site Programming	Update COR	FALSE		Hold
Course Major Modification	Riverside City	CSC	12	PHP Dynamic Web Site Programming	Update COR	FALSE		Hold
Course Major Modification	Norco	CSC	14A	Web Programming: JavaScript	Existing Course Update for Lab and Course Materials	FALSE		Hold
Course Major Modification	Riverside City	CSC	14A	Web Programming: JavaScript	Existing Course Update for Lab and Course Materials	FALSE		Hold
Course Major Modification	Norco	CSC	17A	Programming Concepts and Methodology II: C++	Transfer Model Curriculum C-ID Comp 132	FALSE		Hold

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Course Major Modification	Riverside City	CSC	17A	Programming Concepts and Methodology II: C++	Transfer Model Curriculum C-ID Comp 132	FALSE		Hold
Course Major Modification	Riverside City	CSC	17B	C++ Programming: Advanced Objects	Updated lab and course materials from existing course.	FALSE		Hold
Course Major Modification	Riverside City	CSC	17C	C++ Programming: Data Structures	Updates to Lab and Course Material Content	FALSE		Hold
Course Major Modification	Norco	CSC	18A	Java Programming: Objects	CTE 2 Year review, see CIS 18A	FALSE		Hold
Course Major Modification	Riverside City	CSC	18A	Java Programming: Objects	CTE 2 Year review, see CIS 18A	FALSE		Hold
Course Major Modification	Riverside City	CSC	18B	Java Programming: Advanced Objects	Norco excluded this course from their inventory. Approved by the BOT on December 8, 2015.	FALSE		Hold
Course Major Modification	Riverside City	CSC	18C	Java Programming: Data Structures	Norco excluded this course from their inventory. Approved by the BOT on December 8, 2015.	FALSE		Hold
Course Major Modification	Norco	CSC	2	Fundamentals of Systems Analysis	To align with the C-ID descriptor (ITIS 140) and be part of the TMC.	FALSE		Hold
Course Major Modification	Riverside City	CSC	2	Fundamentals of Systems Analysis	To align with the C-ID descriptor (ITIS 140) and be part of the TMC.	FALSE		Hold
Course Major Modification	Riverside City	CSC	20	Systems Analysis and Design	Change in SLOs NOR requested to remove this course from their inventory; approved by the BOT on April 17, 2012.	FALSE		Hold

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Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale	Course_Proposal Has Changes Requested	Discussion	Action
Course Major Modification	Riverside City	CSC	21	Introduction to Operating Systems	<p>Norco excluded this course from their inventory. Approved by the BOT on December 8, 2015.</p> <p>CTE 2 Year Curriculum Review: revision of all course outline of record components and addition of TBA lab activities.</p>	FALSE		Hold
Course Major Modification	Riverside City	CSC	25	Information and Communication Technology Essentials	<p>(1) Rationale for launch of course major modification: At the 11/28/17 Riverside Curriculum Committee meeting, CIS 25 course major modification was on the agenda. However, there was no major modification for this course (an oversight). With approval from discipline and department during the meeting, authorization was given by the committee to launch this course major modification to match CIS 25 for consideration. (2) Rational for course major mod: In order to align with the state Transfer Model Curriculum C-ID course ITIS 110 the change from 3 units to 4 units is needed. This need is based on the addition of lab hours for students to physically work on equipment which are currently missing</p>	FALSE		Hold

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Course Major Modification	Moreno Valley	CSC	5	Programming Concepts and Methodology I:C++	-ID Number: ITIS 130 Title: Introduction to Programming Concepts and Methodologies reference CSUSB course IST 282 Business Systems 1 also in keeping with Transfer Model Curriculum C-ID Number: COMP 112 Title: Introduction to Programming Concepts and Methodologies	FALSE		Hold
Course Major Modification	Norco	CSC	5	Programming Concepts and Methodology I:C++	-ID Number: ITIS 130 Title: Introduction to Programming Concepts and Methodologies reference CSUSB course IST 282 Business Systems 1 also in keeping with Transfer Model Curriculum C-ID Number: COMP 112 Title: Introduction to Programming Concepts and Methodologies	FALSE		Hold
Course Major Modification	Riverside City	CSC	5	Programming Concepts and Methodology I:C++	-ID Number: ITIS 130 Title: Introduction to Programming Concepts and Methodologies reference CSUSB course IST 282 Business Systems 1 also in keeping with Transfer Model Curriculum C-ID Number: COMP 112 Title: Introduction to Programming Concepts and Methodologies	FALSE		Hold

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Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale	Course_Proposal Has Changes Requested	Discussion	Action
Course Major Modification	Norco	CSC	7	Discrete Structures	Transfer Model Curriculum C-ID comp 152	FALSE		Hold
Course Major Modification	Riverside City	CSC	7	Discrete Structures	Transfer Model Curriculum C-ID comp 152	FALSE		Hold
Course Major Modification	Riverside City	CUL	38	Advanced Culinary Arts	Update SLOs, bring course up to date.	FALSE		Approved
Course Major Modification	Norco	MAN	77	Electrical Theory	modified to match the x-listed courses ELE/ELC-77.	FALSE		Approved
Course Major Modification	Riverside City	PHP	43	Personal Training	revise for program review	FALSE		Hold
Course Major Modification	Riverside City	PHP	A07	Badminton	Program Review- select Gen Ed outcomes, update texts and add assignments.	FALSE		Hold
Distance Education								
Distance Education Proposal	Moreno Valley	ART	2	History of Western Art: Renaissance through Contemporary	Currently, only one Art course, Art 6: Art Appreciation, is approved for Distance Education. Art 2: History of Western Art: Renaissance through Contemporary is a required course for the Studio Art ADT and is also part of the IGETC curriculum. The ability to offer Art 2 as a hybrid or	FALSE	Outlines	Hold
Distance Education Proposal	Norco	ART	2	History of Western Art: Renaissance	Currently, only one Art course,	FALSE	Outlines	Hold
Distance Education Proposal	Riverside City	ART	2	History of Western Art: Renaissance	Currently, only one Art course,	FALSE	Outlines	Hold
Distance Education Proposal		BUS	14DE	Social Media and Online Marketing for Entrepreneurs		FALSE		Approved
Distance Education Proposal		CIS	21ADE	Linux Operating System Administration		FALSE		Approved

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Distance Education Proposal			CIS	25DE	Information and Communication Technology Essentials		FALSE		Approved
Distance Education Proposal			EAR	38DE	Adult Supervision and Mentoring in Early Care and Education		FALSE		Approved
Distance Education Proposal			EAR	45DE	Administration II Personnel and Leadership		FALSE		Approved
Distance Education Proposal			HMS	13DE	Employment Support Strategies		FALSE		Approved
Distance Education Proposal			HMS	16DE	Public Assistance and Benefits		FALSE		Approved
Distance Education Proposal			HMS	4DE	Introduction to Human Services		FALSE		Approved
New Course									
New Course		Riverside City	ADM	84A	Screen Printing	To align with print industry standards and to utilize the new press equipment the department has acquired, this course is being created.	FALSE		Approved
New Course		Riverside City	ADM	84B	Screen Printing, Advanced	To align with print industry	FALSE		Approved
New Course		Riverside City	ART	91	Art History of the Photographic	This course creates an	FALSE		Approved

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New Course		Riverside City	ART	92	Visual Description	The Art Department met with UC Riverside's articulation officer for the Arts and the chair of the UCR Art History program to discuss a pathway for RCC students interested in art history. This class was mentioned as a necessary component of an undergraduate art education and we were strongly encouraged to develop this in our curriculum as part of our articulation agreement. The agreement is pending the approval of this type of class. This is not meant to be a replacement for an English class, rather like all art history coursework, English 1A will be highly recommended prior to taking this class.	FALSE		Approved
New Course		Riverside City	ART	93	Rome: The Ancient City	A necessary class for our Art History students in their pathway to a UC.	FALSE		Approved

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New Course		Riverside City	BIO	40	Biometrics	As part of the STEM project, RCC was contacted by the California State Polytechnic University at Pomona to develop a transferable statistical application course, which is equivalent to their Biometrics course (BIO 211/211L). This course is designed for science majors where statistical analysis is fundamental to their research. CPP's course has a statistics and biology prerequisite, and this proposed course has both statistics (MAT 12) and majors-level biology (both BIO 11 and BIO 12) as prerequisites, in order to transfer.	FALSE		Approved

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New Course		Moreno Valley	GUI	47A	Introduction to Career Exploration	The counseling discipline created this course as a response to the demand of new students transitioning from high school and other new students undecided about their career pathway or college major. The students need to be knowledgeable in choosing a career pathway and college major for the purposes of creating a comprehensive student educational plan (CSEP) by completion of 15 semester units to align with Student Success and Support Programs (SSSP) plan and California Guided Pathways Project to significantly improve student outcomes.	FALSE		Approved
Program Modification									
Program Modification AD-T		Norco			Spanish for Transfer	None included	FALSE		Approved