

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE Minutes
October 9, 2012 2:00-4:00PM
HM 234**

Voting Members Present: Natalie Hannum (Chair/PSET), Maria Pacheco (Counseling), Steve Wagner (MSK), Carolyn Quin (HSS), Matt Fast (BITS), Debbi Renfrow (Communications/Library).

Voting Members Absent: Rosslynn Byous (HHPS), Alex Ygloria (DSPS), Jeanne Howard (Articulation)

Guests: Dennis Anderson, Dol (Interim)

I. Call to Order & Introductions

Meeting called to order at 2:12 by Natalie Hannum

II. Approval of the Agenda

(M)Pacheco(2nd)Quin/Unanimous to approve the agenda with the following changes: Move Item IV to the end of the agenda and retitle "Open Discussion". This is a permanent change to future agendas.

III. Approval of the Minutes from September 25, 2012

(M)Fast(2nd)Quin/Unanimous to approved minutes with changes that were recorded by Natalie. They will be corrected and sent to the committee.

IV. Open Hearing-Move to end of agenda.

V. Moreno Valley College Approval & Information Items

(M)Quin/(2nd)/Pacheo/Unanimous to approve all items in section V. 5

(M)Renfrow/(2nd)Wagner/Unanimous to approve items in section V. 7.

Course	Title	Approval	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses: None			
4. Course Inclusions: None			
5. Major Course Modifications:			
The following course is being modified to change the title from Level I Modular Academy, the hours from 246 hours lecture and 205 hours laboratory to 285 hours lecture and 177 hours laboratory, the units from 17 to 18.5, the limitation on enrollment as well as course content, and sample assignments:			

Course	Title	Approval	Comment
ADJ-R1C	Regular Basic Course, Modular Format, Module I Training	M	
The following courses have been modified to update SLOs, course content, course materials and to add sample assignments:			
BUS-10	Introduction to Business	MNR	
BUS-18A	Business Law I	MNR	
BUS-22	Management Communications	MNR	
MKT-42	Retail Management	MNR	
The following course has been modified to update course description, SLOs, course materials as well as to add sample assignments:			
PSY-1	General Psychology	MNR	
6. Course Deletions: None			
7. Course Exclusions: None			
CHE-10	Chemistry for Everyone	M	Section offered once in 07 but cancelled due to low enrollment
CHE-17	Introduction to the Development of Modern Science	M	Course has never been offered. Cross-listed with PHS-17 which is being deleted.
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

VI. New Business

A. Mid-year catalog update:

Carolyn Quin is asking for a mid-year catalog update to MV can include Music 6, 29, 71, 83, and 72. Carolyn Quin is preparing a document to submit to Naomi Foley with copies of her discipline minutes supporting the request.

VII. Old Business

A. Repeatability

There was discussion about repeatability and how it relates to music classes. Carolyn Quin had received a memo from RCC regarding the issue and she has clarification now for music courses are MV. She will be bringing forward curriculum families in the future to meet the needs of students.

B. Curriculum Handbook

No change. Natalie Hannum is working to schedule time with Richard Mahon to compile a draft.

C. Additional members

Natalie Hannum will look for additional members by presenting to the Senate. She stated that many people are already serving on multiple committees and the Senate is

asking for committees to be effective and efficient. It was suggested to consider including part-time instructors, staff and students. The committee agreed that curriculum is the purview of faculty, and whatever the committee structure is, it needs to maintain its efficiency. The committee also discussed having guest presenters from financial aid and other areas make presentations at the meetings to inform committee members on pertinent topics that affect Curriculum and students.

D. Recorder:

Natalie Hannum did not request recorder from the Senate after the Senate discussed committees being efficient and effective. She said she would ask at the next meeting, but not to hold our breath. She said she would take notes and asked others too as well, and the minutes would be reviewed on a page by page basis at each meeting to accurately capture the information from the meetings. Debbi Renfrow did provide a recorder from the IMC to record the meetings, Natalie indicated she did not have time to go back and review a recording. It was not discussed where to archive the recordings.

VIII. Reports

A. VPAA or Dean of Instruction

Dennis Anderson updated the committee on submission of Annual Program Reviews. To date, the following disciplines had turned in APR's: Music, Math, Fire Technology, Kinesiology, Political Science, and Dental Hygiene. Dennis Anderson stated he would issue a gentle reminder to faculty. The group discussed the importance of APR's at a time when the budget is so bad. Dennis Anderson stated that the process is still needed because of accreditation. Natalie Hannum stated that the process is fluid for reviewing the APR's, since this is the first time that APR's have been reviewed by the Academic Planning Council. The review date is schedule for Friday, October 19th.

B. Articulation- No report.

C. Comprehensive Program Reviews

Carolyn Quin reported that the first District Program Review Committee Meeting is scheduled for 10/11/12. She is planning to attend. Carolyn Quin stated that the following CIPR's have come forward: Community Interpretation, Dental Assisting, ESL, Math, Reading, Anthropology, and History. Carolyn Quin mentioned that there is a discussion about aligning Comprehensive Instructional Program Reviews with Accreditation Self-Studies or similar documents for programs that have to prepare such documents for their external accreditors.

D. Senate:

Natalie Hannum reported that she brought the lack of curriculum coming through to the Senate, and once again reported on repeatability.

E. APC:

Natalie Hannum reported the date for APR's review titled "Review-a-Palooza"! It is scheduled for 10/19/12. She indicated that APC chairman, Sal Soto, was working on eleven teams of three people each to review APR's. Each team would have a Chair or

Co-Chair, faculty member, and administrator to perform the review. The reviewed APR's will go back to their disciplines for edits/changes and re-submitted. Natalie indicated that the Program Review Task Force had a meeting upcoming with the Strategic Planning Council to Coordinate incoming APR's and their alignment with the SPC Sub-committee Standards I-IV.

IIIX: Open Discussion:

Carolyn Quin mentioned a report she read from CTA asking that course caps be placed on Course Outline of Record. Natalie Hannum reported that this had been discussed at the District CC meeting and the consensus was to post the caps on Curricunet as public document, but not put them on the Course Outline of Record.

IX. Adjourn

(M)Fast/(2nd)Wagner/Unanimous. Meeting adjourned at 3:22pm.

MORENO VALLEY COLLEGE CURRICULUM COMMITTEE
Meeting Minutes
October 23, 2012 2:00-4:00PM
HM 234

Members Present: Steve Wagner, Jeanne Howard, Carolyn Quin, Alex Ygloria,, Natalie Hannum, Rosslynn Byous, Debbi Renfrow, Matt Fast, Maria Pacheco

Members Absent: None

Guests: Cordell Briggs, Cheryl Honore, Dennis Anderson

I. Call to Order & Introductions

Meeting called to order at 2:09 by committee chair, Natalie Hannum

II. Approval of Agenda

M(Howard)/2nd(Wagner)/Unanimous

III. Approval of Minutes from October 9th, 2012-

(M)Howard/(2nd)Renfrow/Unanimous.

IV. Correct dates should be October 9th, 2012

Business Item 5A was moved forward ahead of approvals. Jeanne Howard and Maria Pacheco presented information on SB 1440 Degree and requirement for transfer to four year college, mainly the Cal State Colleges. They reported that no Cal States accepted mid-year transfers for winter or spring 2013 without a SB1440 of TMC degree. The presentation included handout materials as well as a PowerPoint presentation. Natalie Hannum stated the presentation and materials would be posted to the Moreno Valley Curriculum Committee Website which is listed under standing committees of the Academic Senate. The presentation included reference to the STAR Act. C-ID numbers replaced CAN number which now allow for articulation to standardized descriptors. Discipline Input Groups (DIGs) are formed to develop descriptor language. More information on TMC's, SB1440's and DIG's is available at www.c-id.net.

V. Moreno Valley College Approval & Information Items

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses:			
The following course is being proposed to provide students in the Honors Program with an appropriate course in the biological sciences. Currently, there are no Honors level courses offered in the discipline.			

Course	Title	Location	Comment
BIO-1H	Honors General Biology	MNR	
M(Howard)/2nd(Pacheco)/Unanimous to approve BIO 1H. Moreno Valley Indicated it will not offer it because of limited or lack of space. It was suggested that it would be helpful if lab could be separated out from lecture for articulation to UC system.			
4. Course Inclusions: None			
5. Major Course Modifications:			
The following course is being modified to add a prerequisite of BIO-1 and advisory skills as well as update SLOs, course content, MOE , MOI , course materials and to add sample assignments:			
AMY-2A	Anatomy and Physiology I	MNR	
M(Quin)/2nd(Wagner)/5 ayes, 2 nays, 1 abstention. Discussion if another pre-requisite was needed and how this could affect allied health programs. Stephen Wagner stated that the success rate for student taking the pre-requisite of biology stood a much greater chances of being successful in anatomy.			
The following course has been modified to update SLOs, MOE, MOI, course materials and to add sample assignments:			
AMY-2B	Anatomy and Physiology II	MNR	
(M)Quin(2nd) Wagner/Unanimous to approve AMY 2B			
The following course has been modified to update advisory skills, SLOs, course content, MOE , MOI , course materials as well as to add sample assignments:			
BIO-11	Introduction to Molecular and Cellular Biology	MNR	
(M)Quin)/2nd(Howard)/Unanimous. Need to include Chem1AH under prerequisite. Currently it is under advisory.			
6. Course Deletions: None			
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees:			
Administration of Justice-Law Enforcement			M
(M)Howard/(2nd)Byous/Unanimous. Change of hours to program as a result of a change in hours to a course within the program.			
11. Deletion of Certificate/Degrees: None			

Information items:

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses:			
The following course is being created to fulfill transfer requirements for Sociology majors to four-year institutions and will be an elective option in the AA in Sociology for transfer degree:			
SOC-25	Introduction to the Sociology of Sex and Gender	R	
3. New Courses: None			
4. Course Inclusions: None			

Course	Title	Location	Comment
5. Major Course Modifications: None			
6. Course Deletions: None			
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Arts in Kinesiology for Transfer			R
9. New Locally Approved Certificate:			
Electronics Technology-Green Technology			N
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

VI. New Business

- A. SB 1440 Presentation(Pacheco/Howard) **See notes on page 1.**
- B. Title 5 Review- **Natalie Hannum suggested that each meeting include a few minutes to review title 5. She indicated she would provide the document electronically for members.**
- C. Catalog Review: **Committee is encouraged to spend time at all future meetings engaging in catalog review.**

VII. Old Business

- A. Repeatability- see memo **A memo on families and course leveling was posted to the website.**
- B. Curriculum Handbook- no change **No discussion.**
- C. Mid-year catalog update- courses to tech review last week: **A robust discussion about course inclusions and a mid-year catalog addendum. Cordell Briggs was going to contact Sylvia Thomas directly to see how this and programs could be moved forward in a timely manner.**
- D. Bylaws & Mission: **No Discussion**

VIII. Reports

- A. VPAA or Dean of Instruction: **Covered during discussion of catalog inclusion.**
- B. Articulation: **No Discussion**
- C. Comprehensive Program Reviews: **Some reviews that were hung up at Moreno Valley college were put through to move the process along.**
- D. Senate: **No discussion**
- E. APC: **No discussion**

IX. Open discussion: **None**

X. Adjourn: **4:00**

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE Minutes
November 13, 2012 2:00-4:00PM
HM 234**

Members Present: Carolyn Quin, Maria Pacheco, Jeanne Howard, Debbi Renfrow, Alex Ygloria, Natalie Hannum

Members Absent: Matt Fast, Stephen Wagner

Guests: Cordell Briggs, Dennis Anderson, Cheryl Honore, Linda Pratt

- I.** Call to Order & Introductions: *Meeting called to order by Natalie Hannum at 2:14.*
- II.** Approval of Agenda: *(M)Howard/(2nd)Renfrow/Unanimous*
- III.** Approval of Minutes from October 23, 2012: *(M)Renfrow/(2nd)Ygloria/Unanimous with changes to section 4:*
- IV.** Presentation: Financial Aid/Title IV: *Linda Pratt provided a quick overview of financial aid. She passed along handouts and mentioned they need people for the scholarship review committee.*
- V.** Approval & Information Items

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses:			
The following course will enhance skills taught in the Basic Correctional Academy ADJ C1D and will provide students with updates on case-law, federal liability and policy and procedures of handling gangs and suicidal inmates. It will also reinforce training techniques in Defensive Tactics that were learned in the Basic Correctional Academy.			
ADJ-C22	Advanced Corrections Training	M	
The following course will provide the students with in-depth analysis of critical incidents and the opportunity to formulate solutions through scenarios.			
ADJ-D4B	Dispatcher Role in Critical Incidents Advanced	M	
The following course will enhance skills taught in the Basic Dispatch Course and will explore in-depth laws and regulations required of dispatchers regarding domestic violence and sexual assault.			
ADJ-D7A	Dispatcher Domestic Violence and Sexual Assault	M	
<i>(M)Howard/(2nd)Pacheco/Unanimous to approve ADJ courses C22, D4B, D7A</i>			
The following courses are designed to meet the new standards of the Accreditation Review Commission on Education for Physician Assistants (ARC-PA).			
PHT-22A	Clinical Anatomy, Physiology, and Pathophysiology	M	

Course	Title	Location	Comment
PHT-22B	Clinical Anatomy, Physiology, and Pathophysiology	M	
<i>(M)Renfrow/(2nd)Howard/Unanimous to approve PHT courses 22a and 22b.</i>			
3. New Courses: None			
4. Course Inclusions:			
The following courses are being included in the MVC for one or more of the following reasons: to satisfy courses needed for TMC or for Title IV financial aid restrictions.			
MUS-6	Music Theory III	M	Currently offered at R only
MUS-29	Concert Choir	M	Currently offered at R only
MUS-71	College Chorus	M	Currently offered at NR
MUS-72	Group Keyboarding Skills	M	Currently offered at NR
MUS-83	Advanced Chamber Choir	M	Currently offered at NR
<i>(M)Quin/(2nd)Pacheco/Unanimous to include Music 6, 29, 71, 72 and 83 in the MV catalog.</i>			
5. Major Course Modifications:			
<i>(M)Quin/(2nd)Howard/Unanimous to approve all major modifications with the exception of AMY-2A.</i>			
The following course is cross-listed with CAT-55 and has been updated to link SLOs and add sample assignments.			
ACC-55	Applied Accounting/Bookkeeping	MNR	
The following course is being updated to change the title, change hours from 4 hours lecture and 4 hours lab to 8 hours lecture, advisory skills, update course description, sample assignments and course materials.			
ADJ-D4A	Dispatcher Role Critical Incidents	M	Correction will be made to the prerequisite to just list the course.
The following course is being modified to add a prerequisite of BIO-1/1H and advisory skills as well as update SLOs, course content, MOE , MOI , course materials and to add sample assignments:			
AMY-2A	Anatomy and Physiology I	MNR	Prerequisite updated to add BIO-1H.
<i>AMY—2A was tabled until the next MV meeting.</i>			
The following course has been modified to update advisory skills, SLOs, course content, MOE , MOI , course materials as well as to add sample assignments:			
BIO-11	Introduction to Molecular & Cellular Biology	MNR	Prerequisite updated to add CHE-1AH
The following course is proposed to update the course description, SLOs, course content, add sample assignments and update course materials.			
BUS-20	Business Mathematics	MNR	
The following course is proposed to update to link SLOs, MOI, course materials, and add sample assignments			
This course is proposed to change the title, as well as update SLOs, MOI, MOE, course materials and to add sample assignments.			
BUS-51	Principles of Electronic-Commerce	MR	
The following course is cross-listed with ACC-55 and has been updated to link SLOs and add sample assignments.			
CAT-55	Applied Accounting/Bookkeeping	MR	

Course	Title	Location	Comment
The following course is being proposed to update the course content as part of the Course Alignment Project.			
EAR-20	Child Growth and Development	MNR	
The following courses are proposed to update the course content, SLO and course materials as part of the State Course Alignment Project.			
EAR-24	Introduction to Curriculum	MNR	
The following course is proposed to update the course description, course content, MOI, MOE, sample assignments and course materials.			
MUS-19	Music Appreciation	MNR	
The following course is proposed to update the course title, description, advisory skills, SLOs, course content, MOI, MOE, sample assignments and course materials.			
MUS-20	Great Composers and Music Masterpieces before 1820	MR	
The following course is proposed to update the course description, advisory skills, SLOs, course content, MOI, MOE, sample assignments and course materials.			
MUS-21	Great Composers and Music Masterpieces After 1820	MR	
The following course is proposed to update the course title, description, addition of prerequisite of PSY-1, advisory skills, SLOs, course content, MOE, sample assignments and course materials.			
PSY-2	Biological Psychology	MNR	
6. Course Deletions:			
<i>(M)Quin/(2nd)Renfrow/Unanimous to delete PHS 17.</i>			
MOV has never offered it and RIV hasn't offered it since WIN09. It is cross-listed with CHE-17, which will remain in the MOV and RIV catalogs.			
PHS-17	Introduction to the Development of Modern Science	MR	
7. Course Exclusions:			
<i>(M)Pacheco/(2nd)Ygloria/Unanimous to adopt course exclusions: BUS 40, 43, 46, 48.</i>			
The following courses have never been offered at Moreno Valley or Norco and they do not have faculty to teach International Business:			
BUS-40	International Business-Principles	M	
BUS-43	International Business-Marketing	MN	
BUS-46	International Business-Introduction to Importing/Exporting	M	
BUS-48	International Management	M	
8. New State Approved Certificates/Degrees: None			
<i>(M)Quin/(2nd)Pacheco/Unanimous to accept AA-T Anthropology.</i>			
Associate in Arts in Anthropology for Transfer			MR
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees:			
<i>(M)Quin/(2nd)Pacheco/Unanimous to approval modifications to state/local approved certificates/degrees</i>			
Business Administration-Accounting Concentration			MNR
Emergency Medical Technician			M
Fire Technology-Chief Officer			M

Course	Title	Location	Comment
Fire Technology-Fire Officer			M
Firefighter Academy			M
11. Deletion of Certificate/Degrees: None			

Information Items:

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses: None			
4. Course Inclusions:			
Norco would like to offer these courses as part of the Study Abroad curriculum. In addition, World Languages discipline members have noticed a growing interest for Chinese in area high schools.			
CHI-1	Mandarin Chinese 1	N	Currently offered at R only
CHI-2	Chinese 2	N	Currently offered at R only
CHI-11	Culture and Civilization	N	Currently offered at R only
5. Major Course Modifications:			
BUS-40	International Business-Principles	MR	
The following course is proposed to update the SLOs, course content, MOI, MOE, sample assignments and textbooks.			
BUS-43	International Business-Marketing	MNR	
The following course is proposed to update the title, course description, SLOs and course materials			
BUS-46	International Business-Introduction to Importing/Exporting	MR	
This course has been updated to remove advisory, update course content, SLOs, course materials and add sample assignments.			
BUS-48	International Management	MR	
The following course is proposed to update the title, course description, SLOs and course materials.			
BUS-87	Purchasing and Supply Management	N	
6. Course Deletions:			
The following course has not been offered in over ten years.			
MAN-93C	Survey of Electronic Sensors	N	
7. Course Exclusions:			
8. New State Approved Certificates/Degrees:			
Associate in Science in Business Administration for Transfer			R
Associate in Arts in Dance			R
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

Program Learning Outcomes

Business Administration-Accounting Concentration (MNR)

In addition to outcomes for the Businesses Administration certificate, on successful completion of the Accounting concentration, students should be able to:

- Apply accounting principles related to a variety of accounting specialties, such as payroll accounting, cost accounting, income tax accounting, and computerized accounting.
- Analyze and solve accounting issues and problems for a variety of business entities.
- Analyze and interpret data and reports for a variety of business entities.
- Develop and apply principles of moral judgment and ethical behavior to business situations.

Emergency Medical Technician (M)

On successful completion of the program, students should be able to:

- Demonstrate the use of active listening, appropriate touch and multicultural understanding of patients that foster constructive relationships in the pre-hospital setting.
- Perform assessments and treatment strategies that adhere to current national and local protocols
- Evaluate complex sign and symptoms that will allow them to diagnose and treat patients that are ill and injured.

Fire Technology-Fire Officer (M)

Upon completion of the program, students will:

1. Demonstrate the ability to manage all-risk emergency incidents at the Fire Officer level.
2. Competently apply leadership and management theories and decision-making models as they relate to the local, state and federal emergency response at the Fire Officer Level.
3. Analyze complex emergency response scenarios and effectively identify strategies and tactics for successful mitigation.

Fire Technology Chief Officer (M)

Upon completion of the program, students will:

1. Demonstrate skills and knowledge that is expected in upper-level management positions within the fire service through the application of leadership, management, and ethical decision-making models.
2. Develop mission-specific goals and strategies to support executive leadership in fire department daily operations as well as all-risk emergency situations.

3. Analyze intergovernmental relationships between city, count, state and federal agencies as they are defined in that National Incident Management System and the State of California Master Mutual Aid Plan.

Firefighter Academy (M)

Upon successful completion of the Firefighter Academy Program (FIT-S3), students will:

1. Perform skills that meet National Fire Protection Association Standard 1001 for fire fighter and California State Fire Marshal Standards for fire fighter 1.
2. Demonstrate written and verbal communications skills required for entry-level fire fighter positions.
3. Analyze emergency and hazardous conditions that are inherent to the firefighting profession.

4. New Business

5. Old Business

- a. Title 5 review
- b. Repeatability- memo and spreadsheet issued 11/5/12

Curriculum Handbook- ***Richard Mahon and Natalie Hannum meeting on 11/14/12 to work on the draft***

- c. ***Mid-year catalog update- Natalie Hannum to forward email from Sylvia Thomas to Cordell Briggs as a follow up to the Curriculum Committee Meeting on 10/23/12***

- d. Bylaws & Mission: ***no discussion***

6. Reports

- a. ***VPAA- Cordell Briggs made a comment that the TMC's are critical to the CSU's***
- b. ***DOI – No report***
- c. ***Articulation – No report***
- d. ***CIPR report (Carolyn Quin): See attached document***
- e. ***Senate – No report***
- f. ***APC – Review-a-Palooza #2 is scheduled for 11/16/12. CIPR's are being reviewed on Nov. 28th.***

7. Adjourn: ***(M)Renfrow/(2nd)Pacheco/Unanimous. Meeting adjourned at 3:22pm.***

Moreno Valley College

Report to the Curriculum Committee

Agenda for November 13, 2012

FROM: Dr. Carolyn Quin, Comprehensive Instructional Program Review Coordinator

Report of College-Accepted and District-Approved CIPR Reports:

Forwarded to District Program Review Committee (DPRC) agenda on 11/06/2012:

1. ESL 2011—RCCD—accepted
2. Reading 2011—MVC—accepted
3. Mathematics 2011—MVC—accepted
4. Community Interpretation—MVC—accepted
5. Anthropology 2011—MVC—accepted
6. History 2011—MVC—accepted

Reviewed at MVC on 11/01/2012 and forwarded to DPRC agenda for 12/04/2012:

1. Chemistry 2011—MVC
2. Dental Hygiene 2011—MVC
3. Psychology 2011—MVC
4. Accounting 2011—MVC

Reviewed at MVC on 11/09/2012 by the CIPR screening committee and forwarded to the MVC Academic Planning Council/Program Review Committee by their deadline of 11/15/2012:

1. Kinesiology 2012--MVC
2. Political Science 2012—MVC
3. Speech Language Pathology 2012—MVC
4. Early Childhood Education 2012—RCCD

Remaining CIPR "old" documents and remaining 2012 documents will be reviewed and sent forward in SPRING 2013. The MVC CIPR Screening Committee is planning a winter 2013 meeting for the purpose of reviewing the "old" documents that were submitted in 2009, 2010, and 2011 that have not yet been processed. All submitted documents are posted on the <http://mvc.edu> website, under "Departments>Office of Instruction>Program Review—Comprehensive. They are password protected until they have been accepted and edited by the district.

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE Minutes
November 27, 2012 2:00-4:00PM
HM 234**

I. Call to Order & Introductions: Meeting called to order at 2:12 by Natalie Hannum

Members Present:

Alex Ygloria
Jeanne Howard
Carolyn Quin
Debbi Renfrow
Matt Fast
Natalie Hannum
Maria Pacheco

Members Absent:

Rosslynn Byous

Guests:

Cheryl Honore
Cordell Briggs

II. Approval of the Agenda (M)Howard/(2nd) Pacheco/Unanimous to approve the agenda with changes: move Veteran’s presentation to Discussion Items.

III. Approval of Minutes from November 13, 2012 (M)Quin/(2nd)Pacheco/Unanimous to approve the minutes of 11/13/12 with minor typo and format changes.

IV. Approval & Information Items

MVC Approval Items November 27

Course	Title	Location	Comment
1.Distance Education:			
EAR-20	Child Growth and Development	MNR	Hybrid and Online
EAR-42	Child, Family, and Community	MNR	Online
GEG-2	Human Geography	MNR	Hybrid and Online
(M)Howard/(2nd) Quin/Unanimous to approval all distance education proposals. Discussion: the committee recommended that DE proposals not be allowed through if the COR is not top notch and meet all District standards.			
2. New Stand Alone Courses: None			
3. New Courses: None			
4. Course Inclusions:			

Course	Title	Location	Comment
The following courses are being proposed as part of the Anthropology for Transfer degree:			
ANT-3	Prehistoric Cultures	M	Currently offered at NR
ANT-5	Cultures of Ancient Mexico	M	Currently offered at NR
ANT-6	Introduction to Archeology.	M	Currently offered at NR
M(Quin)/2nd(Pacheco)/Unanimous to approve the Anthropology courses for inclusion. The Senate approved the AA-T on 11/19/12.			
5. Major Course Modifications:			
The following course is being proposed to modify the SLOs and add sample assignments:			
ACC-62	Payroll Accounting	MNR	
The following course is being modified to add a prerequisite of BIO-1/1H and advisory skills as well as update SLOs, course content, MOE , MOI , course materials and to add sample assignments:			
AMY-2A	Anatomy and Physiology I	MNR	Prerequisite updated to add BIO-1H; approved at NR
The following course is being modified to change the title, change units (from 0.5 to 1)and hours (from 27 to 54), remove repeatability, update course description, SLOs, course content, materials and add sample assignments:			
DAN-D46	Pilates Mat Work	MR	
The following courses are proposed to update the course content, SLO and course materials as part of the State Course Alignment Project:			
EAR-30	Practicum in Early Childhood Education	MNR	
The following course is proposed to change the course title, update the course description, content SLOs, MOI, MOE, and materials as well as add sample assignments as part of the Course Alignment Project:			
EDU-1	Introduction to Elementary Classroom Teaching	MR	
The following course is being modified to update the SLOs, MOE, course materials and add sample assignments:			
GEG-1	Physical Geography	MNR	
(M)Quin/(2nd)Pacheco/Unanimous to approve all major course modifications. No discussion.			
6. Course Deletions: None			
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees: None			
Associate in Science in Business Administration for Transfer			MNR
(M)Renfrow/(2nd)Quin/Unanimous to approve the AA-T in Business Administration			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally Approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

Information Items:

Course	Title	Location	Comment
1.Distance Education: None			

Course	Title	Location	Comment
2. New Stand Alone Courses:			
The following courses are being proposed to supplement the academic transfer offerings in Dance and are required courses for Pilates certification:			
DAN-12	Kinesiology for Pilates/Dance	R	
DAN-13	Pilates Methodology	R	
The following course is being proposed for students to have the required observation and teaching hours to become a fully trained Pilates/Dance conditioning instructor:			
DAN-200	Dance Work Experience	R	
These courses are being created as part of the new Associate Degree Nursing curriculum:			
NRN-21A	Nursing Learning Lab	R	
NRN-21B	Nursing Learning Lab	R	
NRN-21C	Nursing Learning Lab	R	
NRN-22A	Nursing Learning Lab	R	
NRN-22B	Nursing Learning Lab	R	
NRN-22C	Nursing Learning Lab	R	
3. New Courses: None			
4. Course Inclusions: None			
5. Major Course Modifications:			
The following courses are being modified to change the course title, update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:			
BIO-2A	Invertebrate Zoology	NR	
BIO-2B	Vertebrate Zoology	NR	
The following course is being modified to update the course description, SLOs, course content and materials:			
BUS-85	Warehouse Management	N	
The following course is being modified to update the SLOs, course materials and add sample assignments:			
GEG-4	Geography of California	NR	
6. Course Deletions:			
The following course has not been offered since Fall 2009:			
CAT-58	Marketing the Virtual Office	R	Cross-listing with BUS-58 will be removed.
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Science in Mathematics for Transfer			R
9. New Locally Approved Certificate:			
Pilates/Dance Conditioning Instructor			R
10. Modification to State/Locally Approved Certificate/Degrees:			
Architecture			N
Drafting Technology			N
Virtual Assistant			R
11. Deletion of Certificate/Degrees: None			

V. New Business

- A. A of E's- Inclusion of courses: **Natalie Hannum referenced the memo sent on AoE inclusions. The memo was sent to the college community with the deadline and procedures for proposing courses to be included in AoE's.**
- B. C-ID and Textbooks: **Natalie Hannum sent memo regarding C-ID and the textbook standards. The standard will be five years for textbooks, not two as previously thought.**

VI. Old Business

- A. Curriculum Handbook- Richard Mahon and Natalie Hannum meeting on 11/14/12 & 11/21/12 to work on the draft. A small workgroup will be assembled to read and do a preliminary edit before it goes to CC's
- B. By-laws & Mission:

VII. Reports

- A. VPAA or Dean of Instruction: **No report**
- B. Articulation: TMC's and C-ID has taken a lot of time. New courses need to be included and need articulation to obtain C-ID#'s. Jeanne provided a 100% goal worksheet. Natalie Hannum requested that Jeanne Howard fill out the worksheet and bring to the next meeting.
- C. Comprehensive Program Reviews: **Carolyn Quin reported that the APC will be reviewing six CIPR's at their next meeting on 11/28/12. Life Sciences and Guidance were added to the APC review. The CIPR's coordinator is Carolyn Quin and she is assisted by Ulga Dumer and Donna Lesser.**
- D. Senate:
- E. APC: **The APC completed the preliminary review and APR's and will now focus on the CIPR's.**

VIII. Open discussion: **Presentation: Veteran's Concerns- Alex Ygloria. Alex Ygloria provided a presentation on veterans and some of the special needs and challenges presented when serving veterans. See attached DRAFT memo for more details.**

TMC's have been approved by the Senate. Carolyn Quin indicated that the TMC's in development for Moreno Valley include: Psychology, Political Science, and History.

IX. Adjourn

Veterans

How to Identify a Veteran in your class

1. Ask – make an announcement or put something familiar to veterans on the board –
ex: Chuck Norris Joke – (When the Bogyman goes to sleep at night he checks his closet for Chuck Norris; Chuck Norris was in all 6 Star Wars movies, he was known as the force.)

Basic ‘Do’s and Don’ts’ when building a rapport with veterans

1. Do not stereotype or get ideas about why they joined the military – they’ll be looking for this
 - a. Politics, patriotism, warmonger, etc.
2. Treat them like adults - I may be 18, 19, 20, etc., but I’m not a child
 - a. Veterans are capable people
 - b. They may have a family
 - c. Likely supervised dozens of personnel, millions of \$ in equipment, saved lives, etc.
3. Get to know your veteran
 - a. You are researchers and in a great position to help
 - b. Who are they
 - c. Know their strengths (task oriented, responsible, mature, logical, etc.)
 - d. What did they do in the military (do not ask about combat)
 - e. Where were they stationed, what unit
 - f. Know the challenges that veterans face and understand that they may be different from other students

Challenges Veterans Face

1. Loss of their Chain of Command – no direction on what to do
2. Loss of regimentation – Freedom can be overwhelming
3. Class structure is unfamiliar, different from military instruction
4. Oldest person in class – mentally and physically
5. Forgot how to study
6. Family issues and responsibilities – trouble adjusting at home (may feel a loss of support structure)
7. May be treated differently
8. PTSD, TBI, Hyper – vigilance (informal threat assessment training), depression, anxiety, etc.
 - a. We may not know anything about our disability, services, etc.
 - b. Some veterans do not want to ask for help
 - c. Stereotype – weird, strange, messed up, aggressive, weak, etc.
 - d. Some veterans feel like observers
 - e. We may feel different from everyone else (loss of humanity, inability to experience joy, etc.)

Identifying a Veteran in Crisis (non-emergency)

1. This is not an exhaustive list, but you may observe the student is:
 - a. Often late or absent
 - b. Restless and/or frequently goes in and out of the classroom
 - c. Easily startled, may not be comfortable in groups
 - d. Doesn’t appear to be paying attention, looks around a lot, may appear to be staring at people
 - e. Turns in assignments late or incomplete
 - f. Does poorly on exams though you know she/he knows the material
 - g. Student may periodically appear agitated – may observe an outburst of anger
 - h. Overly concerned with structure – asks a lot of questions, goes to your office hours daily
2. Steps to take:
 - a. Trust your instincts
 - b. Identify specific observable behaviors
 - i. Give praise for things done well
 - ii. Explain your concern
 - c. Ask what is causing the behaviors
 - d. Listen and decide if a referral is necessary
 - e. Normalize the process of getting help
 - f. Follow-up with student

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE Minutes
December 11, 2012 2:00-4:00PM
HM 234**

- I. Call to Order & Introductions- **Meeting called to order by Natalie Hannum at 2:10.**
- II. Approval of Agenda **(M)Renfrow/(2nd)Pacheco/Unanimous**
- III. Approval of Minutes from November 27, 2012 **(M)Quin(2nd)Howard/4 yeses and 1 abstention. Motion carries.**
- IV. Presentation: Disabled Student Support (DSS) Alex Ygloria
- V. AoE Inclusion Requests
- VI. Approval & Information Items

Jeff Rhyne presented the proposed Transfer Model Curriculum for English. (M)Howard/(2nd)Pacheco/Unanimous to approve the TMC in English.

MVC Approval Items December 11

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses:			
The following course is being proposed as a required course for a new Associate in Science in Computer Science for Transfer degree:			
CIS-7	Discrete Structures	MNR	
Offering this course will allow the Psychology Discipline to comply with SB 1440 and will be part of the new Associate in Arts in Psychology for transfer degree:			
(M)Renfrow/(2nd)Howard/unanimous to approve CIS-7			
PSY-50	Research Methods in Psychology	MNR	
(M)Howard/(2nd)Pacheco/Unanimous to approve PSY-50.			
3. New Courses: None			
4. Course Inclusions: None			
5. Major Course Modifications:			
(M)Quin/(2nd)Renfrow/Unanimous to approve the Major Course Modifications. Debbi Renfrow did not see the approvals for the Anthropology courses in her Curricunet queue. She stated that the library does not have adequate resources to support the Anthropology course inclusions. She mentioned this to Larisa Broyles to be included in the next program review for Anthropology.			
The following course modifications are being proposed to update the advisory skills, course content, SLOs, MOI, MOE, course materials and add sample assignments:			
ACC-1A	Principles of Accounting I	MNR	

Course	Title	Location	Comment
ACC-1B	Principles of Accounting II	MNR	
ACC-63	Income Tax Accounting	MNR	
The following modification is being proposed to add CIS-3 as an advisory course and to update advisory skills, course content, SLOs, MOI, MOE, course materials and add sample assignments			
ACC-65	Computerized Accounting	MNR	
The following modification is being proposed to update the SLOs:			
ANT-1	Physical Anthropology	MNR	
The following modification is being proposed to update the SLOs, MOI, course materials and to add sample assignments:			
ANT-2	Cultural Anthropology	MNR	
The following change is being proposed to update the SLOs, course content, course materials and add sample assignments:			
ANT-4	Native American Culture	MNR	
The following modification is being proposed to update the SLOs, and course materials:			
ANT-6	Introduction to Archaeology	MNR	
The following modifications are being proposed to update the SLOs, course materials and add sample assignments:			
ANT-7	Anthropology of Religion	MNR	
ANT-8	Language and Culture	MNR	
The following modification is proposed to update the course description, course content, MOI, MOE, course materials and sample assignments:			
BIO-17	Human Biology	MNR	
The following course is being modified to change the title from “ Fundamentals of Programming Logic Using C++,” change unit value from 3 to 4 units, change laboratory hours from 18 to 54 hours, update course description, SLOs, course content and course materials:			
CIS-5	Programming Concepts and Methodology I: C++	MNR	
The following course is being modified to change the title from “Computer Programming Using Assembler,” update the course description, advisory skills, SLOs, course content, and course materials:			
CIS-11	Computer Architecture and Organization: Assembly	MNR	
The following course is being modified to change the title from “C++ Programming Objects,” update the course description, advisory skills, SLOs, and course content:			
CIS-17A	Programming Concepts and Methodology II: C++	MNR	
The following modification is proposed to remove the cross-listing with CAT-56A as well as update the advisory skills, course description, MOI, MOE, and course materials:			
CIS-56A	Designing Web Graphics	MNR	
The following modification is proposed to remove the cross-listing with CAT-76A as well as update the advisory skills, SLOs and course materials:			
CIS-76A	Introduction to Microsoft Expression Web	MNR	
The following modification is proposed to remove the cross-listing with CAT-76B as well as update MOI, MOE, course materials and sample assignments:			
CIS-76B	Introduction to Dreamweaver	MNR	
The following modification is proposed to update course materials and add sample assignments:			
ECO-7	Macroeconomics	MNR	To be C-ID compliant, course should include prerequisite of MAT-52 and advisory of MAT-35. Move forward to approve then discipline will possibly

Course	Title	Location	Comment
			revise this version in the Spring.
The following course is being modified to update the course description, SLOs, content, MOI, MOE, course materials and add sample assignments:			
HES-1	Health Science	MNR	
6. Course Deletions:			
(M)Howard/(2nd)Wagner/Unanimous to approve course deletions.			
The following has not been offered at RCC since Spring 09, and has never been offered at MVC and NC is reducing their CAT program.			
CAT-56A	Designing Web Graphics	MNR	
The following has not been offered at RCC or NC, offered once in 06 at MVC			
CAT-76A	Introduction to Microsoft Expression Web	MNR	
The following has not been offered at RCC since Spring 09, and at MVC in Fall 2008 and NC is reducing their CAT program.			
CAT-76B	Introduction to Dreamweaver	MNR	
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Science in Computer Science for Transfer			MNR
Associate in Arts in English for Transfer- See front page.			M
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees:			
Computer Applications			MNR
Web Master Web Designer Concentration and Web Developer Concentration			MNR
11. Deletion of Certificate/Degrees: None			

Removal of Cross-listing
CIS-35(MN) GAM-35(N)
Part of Game ART: 3-D Animation, Game Art Character Modeling, Game Art
Environments and Vehicles, Game Audio, Game Design, Game Art Core and Simulation
and Gaming: Game Art

Information Items

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses:			
This course will be part of the Applied Digital Media degree as Industry Advisory Committee members have requested more specific training in the use of Adobe Acrobat within digital workflow:			
ADM 25	Adobe Acrobat	R	
The following course is being proposed as a required course for a new Associate in Science in Computer Science for Transfer degree:			
CSC-7	Discrete Structures	NR	
Web development continues to be a growing industry, spanning e-commerce, service, business and person web sites and services that act as a cornerstone to modern technologies. The following courses are being proposed as part of a Mobile Application Development certificate and A.S. degree created as part of the Title V COOP grant.			
CIS-66	Web Development I	N	

Course	Title	Location	Comment
CIS-67	Web Development II	N	
Modern web sites are driven by dynamic content management systems that utilize databases for asset storage. Students require an understanding of how these technologies are applied to the web development industry in order to produce work that meets current standards. This course is being proposed as part of a new degree/certificate in Mobile application Development:			
CIS-68	Mobile Applications Development I	N	
Modern mobile applications are heavily integrated with a wide variety of frameworks, services, and protocols for data information interchange. Students must learn these skills to be current and competitive. This course is being proposed as part of a new degree/certificate in Mobile application Development:			
CIS-69	Mobile Applications Development II	N	
Digital design is an ever growing field that now encompasses almost every facet of professional design in the industry. From web sites, to mobile applications, to electronic publications, digital design is vital to creating visual content that meets the expectations of this evolving market. This course is being proposed as part of a new degree/certificate in Mobile application Development:			
CIS-74	Digital Design I	N	
Modern applications of digital design encompasses user experience, user interface, and overall medium layout. Since so much of the digital world is driven by digital design, it is vital that students become well versed in complex digital design techniques. This course is being proposed as part of a new degree/certificate in Mobile application Development:			
CIS-75	Digital Design II	N	
First step in updating and aligning the VN curriculum with the new ADN curriculum. The following course will be a prerequisite course for the VN program:			
NVN-55	An Introductory Course to Contemporary Vocational Nursing Practice	R	
3. New Courses:			
The following course is being proposed as part of the sequence of survey courses designed for the Honors student:			
ART-2H	Honors Art History of Western Art: Renaissance through Contemporary	R	
The following courses are being proposed as part of a modification to replace GAM-37/CIS-37 in the Game Design and new Game Programming degrees/certificates. Industry advisory input indicates the need for stronger scripting skills in level designers:			
CIS-24	Video Game Prototyping	N	
CIS-50	Introduction to Game Programming	N	
GAM-24	Video Game Prototyping	N	
GAM-50	Introduction to Game Programming	N	
The following courses are being proposed to replace WEL-60 as part of the repeatability issue:			
WEL 61A	American Welding Society/Los Angeles City Welding	R	
WEL-61B	American Welding Society/Los Angeles City Welding II	R	
4. Course Inclusions:			
The Norco discipline would like to add MUS-5 into their course inventory in anticipation of revising the Commercial Music Degree/Certificate to include this course as part of a Title V Co-op grant and the 2+2 agreement:			
MUS-5	Music Theory II	N	
The discipline would like to include these courses so they may develop an Associate in Arts in Theatre for transfer degree:			
THE-25	Make up for the Stage	N	
THE-41	Elementary Stagecraft	N	
THE-44	Theatrical Set Design	N	

Course	Title	Location	Comment
THE-46	Theatrical Costume Design	N	
THE-48	Theatrical Lighting Design	N	
5. Major Course Modifications:			
The following course is being modified to change the title from “ Fundamentals of Programming Logic Using C++,” change unit value from 3 to 4 units, change laboratory hours from 18 to 54 hours, update course description, SLOs, course content and course materials:			
CSC-5	Programming Concepts and Methodology I: C++	NR	
The following course is being modified to change the title from “Computer Programming Using Assembler,” update the course description, advisory skills, SLOs, course content, and course materials:			
CSC-11	Computer Architecture and Organization: Assembly	NR	
The following course is being modified to change the title from “C++ Programming Objects,” update the course description, advisory skills, SLOs, and course content:			
CSC-17A	Programming Concepts and Methodology II: C++	NR	
The following course is being modified to remove the 18 hours of laboratory:			
GAM-21	History of Video Games	N	
The following course is being modified to increase the units from 3 to 4, change laboratory hours from 18 to 54, determined that students need more lab time in class with the instructor to master the skills:			
GAM-22	Game Design Principles	N	
The following course is being modified to increase the units from 3 to 4, change laboratory hours from 18 to 54, change to course description, determined that students need more lab time in class with the instructor to master the skills:			
GAM-23	Digital Game Design	N	
The following course is being modified to change GAM-72 from a prerequisite to a corequisite:			
GAM-32	Designing Game Characters		
The following course is being modified to add a prerequisite option of GAM-47:			
GAM-34	Character Rigging	N	
The following course is being modified to remove the cross listing with CIS-35 and remove the 18 hours of laboratory:			
GAM-35	Introduction to Simulation and Game Development	N	
The following course is being modified to remove the prerequisite option of GAM-34 and the options of GAM-23, 32, 52, CIS/CSC-17B or CIS/CSC-18B			
GAM-44	Portfolio Production	N	
The following course is being modified to add a prerequisite option of CIS/GAM-50:			
GAM-51	Game Mechanics and Simulation	N	
The following course is being modified to add a prerequisite option of CIS/GAM-50:			
GAM-52	Game Engine Scripting I	N	
The following course is being modified to add a corequisite of GAM-31 or GAM-42:			
GAM-70	Computer Skills for Game Art	N	
The following course is being modified to add a corequisite of GAM-32:			
GAM-72	Anatomy for Game Art	N	
The following course is being modified to add a corequisite of GAM-71 and remove the prerequisite of ART-17:			
GAM-73	Storyboarding for Games	N	
The following course is being modified to add a prerequisite option of GAM-23,52, CIS/CSC-17B, 18B and add the corequisite of GAM-34:			

Course	Title	Location	Comment
GAM-79	Game Studio Production	N	
The following course is being modified to change the limitation on enrollment to "Must be a LVN and currently enrolled in the Associate Degree Nursing Program," update to course description, advisory skills, MOI, MOE, sample assignments and course materials:			
NRN-18	Transition Course for Advanced Placement Students	R	
6. Course Deletions:			
As advised by the Industry Advisory Committee, this course is being discontinued in favor of offering ADM 25, Adobe Acrobat. The information previously covered in ADM 30 is sufficiently covered in other ADM courses as demonstrated in SLO mapping.			
ADM-30	Contemporary Topics in Applied Digital Media	R	Cross-listing with BUS-58 will be removed.
Norco College is eliminating the Machine Shop Technology discipline but keeping Manufacturing Technology with which most of the courses are cross-listed:			
MAC-55	Occupational Safety and Health Administration Standards for General Industry	N	
MAC-56	CNC Machine Set-up and Operation	N	
MAC-57	CSC Program Writing	N	
This course is being replaced by WEL-61A and 61B to address repeatability:			
WEL-61	Certification for Licensing of Welders	R	
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Arts in Art History for Transfer			R
Associate in Arts in English for Transfer			N
Associate in Science/Certificate in Game Programming			N
Associate in Science/Certificate in Mobile Application Development			N
Associate in Science in Pre-Engineering			N
Associate in Science in Physics for Transfer			N
Associate in Arts in Studio Arts for Transfer			N
Associate in Arts in Studio Arts for Transfer			R
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees:			
Applied Digital Media			R
Automated System Technician			N
Computer-Aided Production Technology			N
E-Commerce			R
Game Design			N
Stick Welding			R
TIG Welding			R
Welding Technology			R
Wire Welding			R
11. Deletion of Certificate/Degrees: None			

THE	2	Play Practicum Special Projects Laboratory I	NR	May be taken a total of four times. 54 hours laboratory.	Change	Family of THE-2, 4, 5, 6,	1 unit	UC*, CSU
THE	4	Play Practicum Special Projects Laboratory II	NR	May be taken a total of four times. 108 hours laboratory.	Change	Family of THE-2, 4, 5, 6,	2 units	UC*, CSU
THE	5	Theater Practicum	NR	May be taken a total of four times. 162 hours laboratory.	Change	Family of THE-2, 4, 5, 6,	3 units	UC, CSU
THE	6	Advanced Theater Practicum	NR	May be taken a total of four times. 162 hours laboratory.	Change	Family of THE-2, 4, 5, 6,	3 units	UC*, CSU
THE	26	Directing for Stage	R	May be taken a total of four times. 45 hours lecture and 27 hours laboratory.	remove		3 units	UC, CSU
THE	35	Classical Acting with Emphasis in Shakespearean Verse	NR	May be taken a total of two times. 36 hours lecture and 54 hours laboratory.	remove		3 units	UC, CSU
THE	37	Musical Theater Techniques	R	May be taken a total of four times. 36 hours lecture and 54 hours laboratory.	Change	Family -creating three levels and a fourth course in Musical production- THE-37A, B, C,D	3 units	UC, CSU
THE	39	Acting for the Camera	NR	May be taken a total of four times. 45 hours lecture and 27 hours laboratory.	remove		3 units	UC, CSU

VII. New Business

- A. Econ-7 new pre-reqs- information only
- B. Microbiology 1
- C. Music 87 & 32

VIII. Old Business

- A. Curriculum Handbook- **Table to next meeting**
- B. By-laws & Mission- **Table to next meeting**

IX. Reports

- A. VPAA or Dean of Instruction
- B. Articulation & C-ID
- C. Comprehensive Program Reviews
- D. Senate
- E. APC

X. Open discussion

XI. Adjourn

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE Minutes
February 26, 2013 2:00-4:00PM
HM 234**

I. Call to Order & Introductions

Members in Attendance:

Rosslyn Byous
Steve Wagner
Maria Pacheco
Carolyn Quin
Natalie Hannum
Debbi Renfrow
Jeanne Howard
Alex Ygloria

Guests:

Cid Tenpas
Sheila Pisa
Cheryl Honore

II. Approval of Agenda **(M)Byous/ (2nd)Renfrow/Unanimous**

III. Approval of Minutes from December 11, 2012 **(M)Quin/ (2nd)Pacheco/Unanimous to approve the minutes of 12/11/12 with an addendum document that has the AS-T and AA-T 100% worksheet that was submitted by Jeanne Howard in December 2012.**

IV. AoE Inclusion: **Course inclusions for AoE's were brought forward. These were discussed generally at the December 2012 MVCC meeting and approved by the HSS Department at their 11/29/12 meeting.**

Carolyn Quin presented the following inclusions:

AA in Fine and Applied Arts

MUS 58

MUS 23

MUS 32 ABCD (replaces MUS 32)

(M)Renfrow/(2nd)Byous/Unanimous to forward these courses for the AoE in Fine and Applied Arts.

AoE in American Studies

Econ 7

Econ 7H

(M)Quin/(2nd)Pacheco/Unanimous to forward these courses for the AA in American Studies. These should have been in the original AoE, but weren't, so this is to include them on this cycle.

AA in Social and Behavioral Studies

- HIS1**
- HIS 2**
- HIS 4**
- HIS 5**
- HIS 21**
- HIS 22**
- HIS35**
- PSY 2**
- PSY 8**

(M)Quin/(2nd)Byous/Unanimous to forward these courses for the AoE in Social and Behavioral Studies.

V. Approval & Information Items

MVC Approval Items February 26

Course	Title	Location	Comment
1.Distance Education:			
POL-4	Introduction to World Politics	MNR	Hybrid
(M)Renfrow/(2nd)Pacheco/Unanimous to approve POL 4 for Hybrid delivery. Discussion- the distance education form needs to be more explicit and detailed to ensure the course is truly distance ed and not a correspondence course. Form needs concrete definitions and a list of alternative ways that faculty will replaced the lost face to face time with students. Natalie Hannum mentioned that there was discussion at the District level about not approved distance ed proposals if the course outline of record was not complete or current. Several faculty thought this was a good idea and logical.			
2. New Stand Alone Courses:			
The following course is proposed to be part of a new SB1440 degree in Music:			
MUS-87	Applied Music Training	MNR	
(M)Quin/(2nd)Howard/Unanimous to approve MUS 87.			
3. New Courses: BIO 11H was removed from the agenda pending additional discipline input.			
The following course is proposed to enhance students' opportunities within discipline:			
BIO-11H	Honors Introduction to Molecular and Cellular Biology	M	This item was tabled until the next meeting pending discipline input.
4. Course Inclusions:			
(M)Howard/(2nd)Pacheco/Unanimous to approve all course inclusions listed.			
The following course is proposed to be included in the MOV course inventory and will also be part of the offerings for the Study Abroad program in Italy:			

Course	Title	Location	Comment
ENG-48	Short Story and Novel from Twentieth Century to the Present	M	
The following course is proposed to be included in the MOV course inventory and will be part of a new SB1440 Kinesiology degree:			
KIN-10	Introduction to Kinesiology	M	Inclusion for AoE
5. Major Course Modifications:			
The following modifications are being proposed to update the advisory skills, course content, course materials and add sample assignments:			
(M)Renfrow/(2nd)Pacheco/Unanimous to approve Art 42 and 43.			
ART-42	Studio Figure Drawing	MNR	
ART-43	Studio Figure Painting	MNR	
The following modification is being proposed to update the advisory skills, SLOs, course content and course materials:			
(M)Howard/(2nd) Quin/Unanimous to approve CIS 72A.			
CIS-72A	Introduction to Web Page Content	MNR	
The following course is being modified to add GEG-1H as a corequisite and update the SLOs, course materials and add sample assignments:			
(M)Quin/(2nd)Pacheco/Unanimous to approve GEG-1L			
GEG-1L	Physical Geography Laboratory	MNR	
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, course materials and to add sample assignments:			
(M)Renfrow/(2nd)Quin/Unanimous to approve MAT-3. This was to align with TMC descriptors.			
MAT-3	Linear Algebra	MNR	
The following course is being modified to update SLOs and align Gen Ed SLOs with this course, to update course materials, course content, methods of instruction, and methods of evaluation; to align with C-ID Descriptor for MUS 180 Ensemble activities and content aligned with C-ID Descriptor for MUS 180 as one option for students in the TMC in Music program. (1 unit ensemble, four semesters):			
(M)Quin/(2nd)Howard/Unanimous to approve MUS 57.			
MUS-57	Gospel Singers	MR	
The following course is being modified to update the course description, SLOs, MOI, MOE, course materials and add sample assignments:			
(M)Pacheco/(2nd)Howard/Unanimous to approve PSY-9. Discussion: this course took a year to come through Curricunet. The committee discussed how important it is that courses need to be guided through the Curricunet system and be an advocate for their classes. Member discussed that it might be helpful to have faculty share when they launch courses so curriculum representatives can assist them with seeing their courses through. Carolyn Quin will draft a list of talking points for curriculum reps to take to their discipline meetings and assist faculty.			
PSY-9	Developmental Psychology	MNR	
6. Course Deletions:			
7. Course Exclusions: None			

Course	Title	Location	Comment
8. New State Approved Certificates/Degrees:			
(M)Quin/(2nd)Howard/Unanimous to approve AA-T Music			
Associate in Arts in Music for Transfer			M
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

Information Items

Course	Title	Location	Comment
1.Distance Education:			
2. New Stand Alone Courses:			
The following courses are proposed to provide academic support and assistance to increase student success in their concurrent academic courses:			
COM-85A	Communication Clinic	R	(Non-degree credit course. Pass/No Pass only.)
COM-85B	Communication Clinic	R	(Non-degree credit course. Pass/No Pass only.)
3. New Courses:			
The following course is proposed to enhance students' opportunities within discipline:			
SOC-1H	Honors Introduction to Sociology	R	
4. Course Inclusions: None			
5. Major Course Modifications:			
The following course is being modified to update the update course description and GE SLOs, content, methods of evaluation and instruction, texts, and assignments:			
FST-2	Introduction to Television Studies	R	
The following courses are being modified to change the prerequisite to add "GAM-31" as an option:			
GAM-46	Environment and Vehicle Modeling	N	
GAM-49	Game Modeling and Texturing	N	
6. Course Deletions:			
The following courses have not been offered in recent years:			
FTV-60	Overview of Digital Media	R	
FTV-63	Multimedia Sound Design Techniques	R	
The following course does not add substantially to certificate program content.			
FTV-69	Script Supervising for Film and Television	R	
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Arts in Music for Transfer			R
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			

Course	Title	Location	Comment
11. Deletion of Certificate/Degrees: None			

(M)Byous/(2nd)Pacheco/Unanimous to approve PLO's for Community Interpretation. These are the last PLO's to be adopted for Moreno Valley College. Moreno Valley is 100% completed with PLO's for programs. Rosslyn to work with the discipline to consider fewer PLO's in the future, and consider a wider range of taxonomy of skills.

Program Learning Outcomes for Community Interpretation

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

- Sight translate legal, business and medical documents from English into Spanish and from Spanish into English
- Consecutively interpret speech from English into Spanish and Spanish into English in legal, business, and medical settings.
- Demonstrate knowledge of professional associations existing in the fields of translation and interpreting.
- Demonstrate effective use of resources such as dictionaries and the internet in performing terminological research
- Demonstrate knowledge of protocol appropriate to setting in which student is interpreting
- Demonstrate knowledge of terminology appropriate to setting in which student is interpreting
- Demonstrate knowledge of appropriate entry-level positions available in the job market for interpreters
- Demonstrate knowledge of appropriate venues for further study in Translation and Interpreting

PROGRAM OUTLINE OF RECORD
NEW DEGREE/CERTIFICATE

Associate in Arts in Music for Transfer Degree

College: M

SHORT DESCRIPTION OF PROGRAM

The Associate in Arts in Music for Transfer Degree is designed to prepare the student for transfer to four-years institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Music at the California State University. Ed Code Section 66746-66749 states that students earning the Music AA-T Degree will be granted priority for admission as a Music major to a local CSU, as determined by the CSU campus to which the student applies. This degree is designed to prepare students to demonstrate competence and discipline in the study of music theory, music analysis, music composition, and musicianship skills, and demonstrate proficiency in ensemble skills and solo performance skills. Completion of this curriculum will demonstrate commitment to the serious study of Music in practice and in theory and provide comprehensive preparation for upper-division work.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate ensemble specific performance practices and professional standards of conduct expected of ensemble participants.
- Perform solo literature with an accompanist (if appropriate) using stylistically accurate rhythm, pitch, diction (or articulation) and musical expression.
- Demonstrate the ability to “audiate” a musical score by sight reading and performing complex rhythms and by sightsinging chromatic, modulating, and post-tonal melodies.
- Demonstrate the ability to recognize patterns and musical function by aurally identifying and transcribing scales, modes, post-tonal melodies, and complex harmonic progressions.
- Analyze chromatic harmonic progressions that include modulation using 20th century techniques.
- Write, analyze, and compose music using 20th century techniques, such as tone rows, set theory, augmented sixth chords, pandiatonicism and polytonalism.
- Demonstrate keyboard proficiency at the level required to perform theoretical concepts studied in music theory courses.

Required Courses (20-24 units)

Units (12-16)

MUS-3	Fundamentals of Music (test out option includes Musicianship) (also counts in CSU GE C1)	4
MUS-4	Music Theory I (includes Musicianship) (also counts in CSU GE C1)	4
MUS-5	Music Theory II (includes Musicianship)	4
MUS-6	Music Theory III (includes Musicianship)	4

Applied Music: 1 unit per semester for a total of 4 units from the following: 4

MUS-87	Applied Music Training, 1 unit per semester
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Ensemble: 1 unit per semester for a total of 4 units from among the following: 4

MUS-29	Concert Choir, 1 unit
MUS-31	College Choir, 1 unit
MUS-70	Guitar Lab Ensemble, 1 unit
MUS-71	College Chorus, 1 unit
MUS-57	Gospel Singers, 1 unit
MUS-58	Gospel Choir, 1 unit

Notes: Students in the TMC for the A.A.-T. in Music should be encouraged to study the courses below as additional preparation for upper-division music study:

(1) Music Appreciation/History/Literature:—counts in CSU GE Area C1 (one or two classes allowed/recommended)—*no units required until C-ID is designated*

MUS 19, Music Appreciation, 3 units

MUS 20, Great Composers and Masterpieces of Music Before 1820, 3 units

MUS 21, Great Composers and Masterpieces of Music After 1820, 3 units

MUS 22, Survey of Music Literature, 3 units

(2) Music Technology:—*no units required until C-ID is designated*

Courses that require the use of technology (software and hardware) as integral to the methods of instruction and methods of evaluation: MUS 3, Fundamentals of Music; MUS 4, Music Theory I; MUS 5, Music Theory II; MUS 6, Music Theory III

(3) Colleges must require keyboard proficiency by exam.

Keyboard Proficiency: 1-4 units (required placement exam to exit the College and evaluation upon entry at the transfer institution)

For students with no previous keyboard experience: "MUS 32 family"

MUS 32 A, Class Piano I, 1 unit

MUS 32 B, Class Piano II, 1 unit

MUS 32 C, Class Piano III, 1 unit

MUS 32 D, Class Piano IV, 1 unit

MUS 53 Keyboard Proficiency, 1 unit

Associate in Arts for Transfer Degree

The Associate in Arts in Music 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. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

VI. New Business

- A. Curriculum Handbook for Moreno Valley- **It was suggested that Moreno Valley develop its own handbook or an addendum to the Handbook coming from the District. The MV version would have tools and processes specific to Moreno Valley. It would also have the Curriculum Committee bylaws, committee charge and composition, and operating guidelines that are not covered in the District handbook.**
- B. Process for AoE's- **Carolyn Quin volunteered to draft a sample process for including AoE's in the future. The draft will include a timeline for annual inclusions. This needs to be finalized and approved by the last MVCC meeting in March.**
- C. Administrative Procedure 4260/Limitation on enrollment; prerequisites, co-requisites, and advisories. **Proposed revisions (see attachments). Moreno Valley recommends that updates and revisions be done with wider multi-college input.**

VII. Old Business

- A. Curriculum Handbook- **first draft is nearly complete. Natalie Hannum reported that District Tech Review and committee members have nearly completed all sections of the Curriculum Handbook. She said the next step will be to ask for a group of readers to read the document and make recommendations. She has discussed this with Carolyn Quin and was looking for others. Debbi Renfrow announced that Michael Schwartz would be joining the MVCC next year as a representative of the Communication's Department, and she would ask him if he would be interested in reading and editing.**
- B. By-laws & Mission- **Natalie Hannum mentioned that one of MVCC's goals for the year was to develop by-laws and mission statement. She stated she would talk to Chris Rocco to see if by-laws existed. Jeanne Howard said she recalled working on some, but did not recall getting a copy of them. It was suggested that Bonavita Quinto be contacted as Standard 2 co-chair to see if she had any evidence of by-laws for the MVCC.**

VIII. Reports

A. VPAA or Dean of Instruction- **Cid Tenpas is the acting Dean of Instruction. She asked what was the role of the Dol as it relates to the Curriculum Committee. The committee reviewed and roles and contributions of Patty Buffalino, Carlos Tovaes, and Dennis Anderson. The committee shared that often the Dol was the person to connect various committees across the college so that information made the rounds. Carolyn Quin emphasized the need for clerical support for the Curriculum Committee. This support was lost in fall 2012 due to classified staff workload.**

B. Articulation & C-ID: **Jeanne Howard reported that Moreno Valley was on track to have 80% of the TMC's approved by fall 2013. In order for TMC's to be approved, C-ID numbers must be obtained and Course Outlines of Records with updated textbooks must be through the approval process.**

C. Comprehensive Program Reviews: **Carolyn Quin reported that the next meeting of the District Comprehensive Program Review Committee is 3/5/13. She reported that World Languages was the only discipline that has a comprehensive program review due in 2013, but there was still catch up to do. She mentioned that her review group had read all the CIPR's submitted, but there were "orphan" disciplines, where there were no full-time faculty to lead the CIPR process for that discipline.**

D. Senate:

E. APC

IX. Open discussion

A. **BIO 11H- this was not an action item at this meeting. Discipline faculty needed to weigh, but they since had and this would be on the next agenda.**

B. **AA-T's: Math and Studio Art are the works. Computer Science- the discipline faculty had some back and forth on whether or not to include the AS-T in Moreno Valley catalog. They ultimately decided to include it.**

C. **Micro-1: This never had discipline minutes and the COR that came through Tech Review did not have the agreed upon language as determined by the discipline. Greg Burchett was to work with discipline faculty. This was a course that was approved by Norco and Riverside, but not by Moreno Valley.**

X. Adjourn

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE Minutes
March 12, 2013 2:00-4:00PM
HM 234**

I. Call to Order & Introductions

Members Present:

Debbi Renfrow
Carolyn Quin
Steve Wagner
Jeanne Howard
Maria Pacheco
Rosslyn Byous

Guests:

Sheila Pisa
Robin Steinback
Jennifer Silverman

II. Approval of Agenda **(M)Howard (2nd) Quin/Unanimous to approve the agenda with changes to the political science course titles.**

III. Approval of Minutes from February 26, 2012 **(M)Quin/(2nd)Renfrow/Unanimous to approve the minutes of 2/26/12. The committee asked that the minutes reflect the 100% Goal worksheet for AAT/AST document completed by Jeanne Howard. Natalie Hannum to ask Julio Cuz to post with the minutes as an addendum.**

IV. Approval & Information Items

Moreno Valley College Approval Items March 12, 2013

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses:			
The following course is proposed to enhance students' opportunities within discipline. (M)Howard/(2nd)Renfrow/Unanimous to approve BIO 11H. Discussion: add a permanent Honors course, regardless of the fact that it is funded presently through a grant.			
BIO-11H	Honors Introduction to Molecular and Cellular Biology	M	
The following courses are proposed to address repeatability issues by defining the levels: (M)Renfrow/(2nd)Byous to approve ART 44A, 44B, 44C. 5 yes/1 no. Motion carries. Discussion: It was suggested that the names have Roman numeral designations so that it was clear that the course were different, yet in a related family.			
ART-44A	Animation Principles	MNR	
ART-44B	Animation Principles	MNR	

Course	Title	Location	Comment
ART-44C	Animation Principles	MNR	
The following course will be replaced MUS-32 in order to transform a previously repeatable course into a leveled course: (M)Quin/(2nd)Howard/Unanimous to approve MUS 32A, 32B, 32C, 32D. The COR's were good examples of course leveling.			
MUS-32A	Class Piano I	MNR	
MUS-32B	Class Piano II	MNR	
MUS-32C	Class Piano III	MNR	
MUS-32D	Class Piano IV	MNR	
4. Course Inclusions:			
The following courses are proposed as part of a new AA in Studio Arts for Transfer degree: (M)Quin/(2nd)Renfrow/Unanimous to approve all course inclusions listed.			
ART-5	History of Non-Western Art	M	
ART-12	Asian Art History	M	
ART-24	Three Dimensional Design	M	
This course will provide enhance the current music course inventory at Moreno Valley college:			
MUS-23	History of Rock and Roll	M	
The following course is proposed as part of the AA in Music for Transfer degree:			
MUS-70	Guitar Lab Ensemble	M	
The following courses will be courses in a new Political Science for Transfer degree:			
POL 3	Introduction to Politics	M	
POL 5	The Law and Politics	M	
POL-8	Introduction to the Public Administration and Policy Development	M	
5. Major Course Modifications:			
The following courses are being modified to update course description, course and GE SLOs, content, methods of instruction and evaluation, assignments, texts: (M)Howard/(2nd)Quin/Unanimous to approve FTS 1, 3,4, 5.			
FST-1	Introduction to Film Studies	MR	
FST-3	Introduction to International Cinema	MR	
FST-4	Introduction to Film Genres	MR	
FST-5	Fiction and Film: Adaptation	MR	
The following course is being modified to be C-ID compliant, update to course description, SLOs, course content, MOE, sample assignments and course materials: (M)Quin/(2nd)Howard/Unanimous to approve KIN 10. Discussion: The committee discussed how to move TMC's forward in disciplines where there isn't faculty to move them forward. The college is not exempt from meeting the TMC requirements for this reason.			
KIN-10	Introduction to Kinesiology	MNR	
The following course is being modified to update the course description, SLOs, course content, MOE, course materials and add sample assignments: (M)Quin/(2nd)Pacheco/Unanimous to approve MAT-1B			
MAT-1B	Calculus II	MNR	

Course	Title	Location	Comment
The following course is being modified to change the prerequisite to add CHE-3 as an option for CHE-2A and remove the options of AMY-2B, 10, BIO-2A,2B, 5, 8, 12, or 34; also to update the course description, advisory skills, SLOs, course content, MOI, MOE, course materials and to add sample assignments: (M)Byous/(2nd)Pacheco to approve MIC-1. Discussion: The committee looked at the course description on the COR and agreed it was not clear. Rosslyn Byous agreed to withdraw her motion to approve. (M)Quin/(2nd)Howard/Unanimous to table MIC 1 until the catalog language could be written so that it is clear and easy to understand.			
MIC-1	Microbiology	MNR	BIO-1 has been added back in as a prerequisite option
6. Course Deletions: None			
7. Course Exclusions:			
This course has never been offered at Moreno Valley: (M)Quin/(2nd)Howard/Unanimous to approve MUS-39 as a course exclusion.			
MUS-39	Intermediate Applied Music	M	
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
Associate in Arts in Music			M
11. Deletion of Certificate/Degrees: None			

General Discussion: Sheila Pisa mentioned that Early Childhood Education has some programs that need to be excluded. MAE-601 and MCE-681. She will forward an email from Kim Metcalf regarding these programs.

Information Items

Course	Title	Location	Comment
1.Distance Education:			
2. New Stand Alone Courses:			
The following course will provide students of Latin American history, art history, anthropology and ethnic studies a specialized course in Pre-Columbian societies:			
ART-13	Pre-Columbian Art History	R	
The following course will bring our lower division coursework more in line with Cabrillo College, Citrus College, Ventura College, and Cal State and the UC system:			
ART-14	Latin American Art: Colonial to the Present	R	
3. New Courses:			
4. Course Inclusions: None			
5. Major Course Modifications:			
The following modifications are proposed to update the course description, content, SLOs, MOI, MOE, course materials and add sample assignments:			
DAN-D34	Jazz, Advanced	R	
The following course is being modified to update SLOs, content, methods of instruction and evaluation,			

Course	Title	Location	Comment
assignments, texts:			
FST-6	Screenplay Analysis: The Craft of the Screenplay	R	
The following courses are being modified to update course description, course and GE SLOs, content, methods of instruction and evaluation, assignments, texts:			
FST-7	History of World Film I: From the beginning through the 1950s	R	
FST-8	History of World Film I: From the beginning through the 1950s	R	
The following Varsity KIN courses will be modified to change laboratory hours from 180 to 175:			
KIN-V01 to KIN-V25		NR	
The following course is being modified to remove the cross listing with MAC-55, update course description, SLOs, course content, and course materials:			
MAN-55	Occupational Safety and Health Administration (OSHA) Standards for General Industry	N	
The following course is being modified to change the laboratory hours from 64 to 54 hours, update the SLOs, course content, materials and add sample assignments:			
MAN-56	CNC Machine Set-Up and Operation	N	
6. Course Deletions: None			
7. Course Exclusions:			
This course has never been offered at Riverside City College:			
PHI-15	Bio-Medical Ethics	R	
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

V. New Business

- A. Art TMC and creation of families: **Natalie Hannum will forward the memo on Families from the Chancellor's office. It was suggested that art and other disciplines refer to the music courses as examples for creating families and leveling courses.**

- VI. Old Business
- A. Administrative Procedure 4260/Limitation on enrollment; prerequisites, co-requisites, and advisories. Proposed revisions (see attachments)- **This item was tabled due to time constraints for completing the meeting.**
 - B. RCCD Curriculum Handbook- status: **This has been sent to Richard Mahon and Greg Burchett for their input on items that are missing. MVCC will follow up with an addendum to the District CC Handbook, and contain items only applicable to Moreno Valley.**
 - C. AoE's
 - 1. Inclusions: **The compiled list of inclusions needs wide dissemination to the departments, disciplines and Senate. Faculty are to contact their Curriculum Representative with input. The Curriculum reps will vote at the next meeting on 3/26/13 on whether to adopt the proposals or not. The results will be sent to the District Curriculum Committee.**
 - 2. Process (Carolyn Quin)- **Tabled until the next meeting.**
 - C. By-laws & Mission- **Tabled until the next meeting.**
- VII. Reports
- A. VPAA or Dean of Instruction
 - B. Articulation & C-ID: **Jeanne Howard provided a document with guidelines and checklist for Course Submissions for C-ID. It is attached at the end of the meeting minutes. Jeanne Howard reported that are two resolutions headed to the Plenary on C-ID's and TMC's and the lack of input from the CSU's. Jeanne reported that all new "families" will be reviewed in June.**
 - C. Comprehensive Program Reviews: **Carolyn Quin reported she did training with World Languages. They are the only discipline that is up for CIPR this year at Moreno Valley.**
 - D. Senate: **Natalie Hannum reported that she will work with the District Academic Senate to ensure workflow and information is funneled in a consistent manner.**
 - E. APC: **The APC is beginning to rank the Annual Program Reviews. Their first ranking is scheduled for 3/15/13, with the second ranking scheduled for 3/19/13.**
- VIII. Open discussion
- IX. Adjourn: **Meeting adjourned at 4:35**

C-ID Course Submission Information
From the Moreno Valley College Articulation Officer.

If you think your courses are ready to submit for C-ID send me an e-mail and copy Natalie Hannum. I have typed up some basic guidelines below that you will need to know as you work on your course updates.

Course Outlines - Course outlines must be dated within 5 years.

Textbook Dates - At least one textbook on the course outline must have a publication date within 7 years.

C-ID Descriptors - You should model your course outline as closely as possible to the C-ID descriptor for the course that you would like submitted. Although articulation officers have been told that the community college course outlines do not have to match the C-ID descriptor 100% there have been cases where colleges have had their courses denied because of minor details or content that is missing. It sometimes can depend on the course reviewer. C-ID descriptors can be found at http://www.c-id.net/view_final.html.

C-ID Course Submission - I am already in the process of going through all of the new and existing AA-T/AS-T degrees at Norco College as I see them pass through the curriculum committee and submitting courses for C-ID approval if the course outline and textbooks are current. If the course outlines need to be updated then I will notify Carol and she will notify the faculty.

Who reviews and decides if your course is approved for C-ID? Courses are reviewed to see if they meet the C-ID descriptor criteria by discipline faculty from both the CSU and the CCC's.

Once a course is submitted how long does it take to get an answer? The short answer is "I don't know". There is not really a set timeline and there are not enough reviewers for many of the disciplines. For some courses I have submitted we received a response within 3-4 weeks. Other courses have taken several months. However, I have over 30 courses that I submitted 8-9 months ago and they have not been reviewed yet. All we can do is submit. Once we have submitted the course outline for C-ID it is beyond our control how long it takes to get a response.

Course Approvals – If a course is approved I will usually send the e-mail notification to the faculty from that discipline and copy Natalie.

Conditional Approval – In many cases, courses are conditionally approved for C-ID. When this happens a course is given a C-ID number along with requested changes to receive full approval. The C-ID status of our course will have an expiration date. Usually we are given around a year to update our course outline with the requested changes or we will lose the C-ID approval. If one of our courses receives a conditional approval I will notify the faculty and copy Natalie.

Course Denials – If a course is denied the reviewers will notify me that the course has been denied and will give the rationale along with comments from the course reviewers. If one of our courses has been denied I will forward the denial and rationale via e-mail to the faculty and copy Natalie.

If you have questions please feel free to e-mail them to me or if you would like to set up an appointment with me to help with any of your C-ID questions/issues you will find my contact information below.

Jeanne Howard
Counselor, Articulation Officer
(951) 571-6326
jeanne.howard@mvc.edu

A. PROGRAM OUTLINE OF RECORD
Degree Modification

X.

XI. MUSIC (M)
mAA564

The Associate in Arts in Music from Moreno Valley College offers students a systematic plan of study for developing skills in music theory, musicianship, music literature, collaborative performance, and keyboard proficiency. The program provides students with broad knowledge of the field of film music and/or Western musical history through listening and writing and opportunities to focus on preparation for specific career paths, such as music therapy, musicology, independent studio teaching, or general music. Students planning to transfer to a four-year institution and major in music should consult with a counselor regarding the transfer process and lower division requirements.

Associate in Arts Degree

Program Learning Outcomes

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

- Demonstrate proficiency in musicianship skills including functional keyboard skills.
- Successfully communicate within the music environment using notation, computer skills, written expression, and oral communication skills.
- Analyze and evaluate notated music using appropriate symbols.
- Compare historical style periods in Western concert music from the Middle Ages to the present or to compare film music styles with other styles of music.
- Prepare stylistically sensitive performance interpretations on an instrument or voice.

Required Courses (18 units)

Core Requirements (12 units)		Units
MUS-4	Music Theory I	4
MUS-22	Survey of Music Literature	3
MUS-19	Music Appreciation	3
or		
MUS-26	Film Music Appreciation	3
Electives	(choose from the list below)	2

Electives (2 units)

MUS-29	Concert Choir	1
MUS-30	Class Voice	1
MUS-31	College Choir	1
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano IV	1
MUS-37	Class Guitar	1
MUS-38	Beginning Applied Music Training	2
MUS-53	Keyboard Proficiency	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
MUS-70	Guitar Lab Ensemble	1

MUS-71	College Chorus	1
MUS-77	Guitar Ensemble	2
MUS-83	Advanced Chamber Choir	1

In addition choose and complete courses from one emphasis below:

Music History Emphasis

Core Requirements		12
<hr/>		
and		
MUS-20	Great Composers and Masterpieces of Music before 1820	3
MUS-21	Great Composers/Music Masterpieces After 1820	3

Music Therapy Emphasis

Core Requirements		12
<hr/>		
and		
MUS-5	Music Theory II	4
and take two of the following (2 units)		
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano I V	1

General Music Emphasis

Core Requirements		12
<hr/>		
and		
MUS-5	Music Theory II	4
Electives	(choose from the list below)	2

Electives (2 units)

MUS-29	Concert Choir	1
MUS-30	Class Voice	1
MUS-31	College Choir	1
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano I V	1
MUS-37	Class Guitar	1
MUS-38	Beginning Applied Music Training	2
MUS-53	Keyboard Proficiency	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
MUS-70	Guitar Lab Ensemble	1
MUS-71	College Chorus	1
MUS-77	Guitar Ensemble	2
MUS-83	Advanced Chamber Choir	1

Associate in Arts Degree

The Associate in Arts Degree in Music will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

MORENO VALLEY COLLEGE

HUMANITIES AND SOCIAL SCIENCES DEPARTMENT

November 29, 2013 Meeting

AGENDA

Approval of courses for AOE Inclusion

Summary of faculty requests:

A.A. in Fine and Applied Arts submitted by Donald Foster and Carolyn Quin

Justification for MUS 58 and MUS 23: Similar to courses already included in the AoE

MUS 58, Gospel Choir, 1 unit

MUS 23, History of Rock and Roll, 3 units

Justification for MUS 32ABCD—courses take the place of MUS 32, which was included previously. MUS 32 will be deleted from the curriculum in 2013-2014.

MUS 32A, MUS 32B, MUS 32C, MUS 32D—in place of MUS 32 (repeatable course replaced by a new “family” of courses), 1 unit each

Additional logical inclusions after reviewing the RCCD requests:

MUS 87 (new applied music course) to continue the list that includes MUS 12, 78, and 79 from Steve Schmidt’s proposals—courses are similar of MUS 38 and 39 that are already included.

MUS 70 (new course, Guitar Lab Ensemble) to continue the list that includes MUS 68, 69, 73, 81, 84, 94, P84 in Steve Schmidt’s proposal—courses are similar to MUS 77 and MUS 31 that are already included.

MUS 83 (Advanced Chamber Choir) should be included in the same list for the same reason—inclusion of ensembles

HUMANITIES, PHILOSOPHY AND ARTS—SEE STEVE SCHMIDT’S PROPOSAL

MUS 32 should be MUS 32ABCD, to reflect the new “family,”

See Steve Schmidt’s proposal for MUS courses to add that are similar to skill-building and performance classes that are the music equivalent to dance and theatre courses already included: ADD MUS 70 (similar to 77, Guitar Ensemble), MUS 83 (similar to MUS 81, Consort Singers), MUS 58 (similar to MUS 57 in Steve Schmidt’s proposal), MUS 71 (similar to MUS 69, Festival Choir)

A.A. in American Studies submitted by Eddy Chi (see separately attached justification)

ECO-7 Principles of Macroeconomics, 3 units

ECO – 7H Principles of Macroeconomics, 3 units

A.A. in Social and Behavioral Studies submitted by Gregory Elder

Justification: All of these courses are included in the CSU General Education Requirements within Area D. Social Sciences and they are also included in IGETC in Area 4—Social and Behavioral Sciences.

HIS-1 History of World Civilizations I, 3 units

HIS-2 History of World Civilizations II, 3 units

HIS-4 History of Western Civilization, 3 units

HIS-5 History of Western Civilization, 3 units

HIS-21 History of Ancient Greece, 3 units

HIS-22 History of Ancient Rome, 3 units

HIS-35 History of England, 3 units

Submitted by Advije Tolunay

Justification: PSY-2 and PSY-8 are included in IGETC in Area 4—Social and Behavioral Sciences

PSY-2, General Psychology, 3 units

Justification: PSY-8 is included in CSU General Education in D-9, as part of the Social Sciences.

PSY-8, Introduction to Social Psychology, 3 units

Below is additional rationale. –Eddy Chi,

Additional rationale to include ECO-7 in the American Studies AOE

Quotes from the MVC College Catalog 2012-2013:

- ECO-7 Principles of Macroeconomics: "Economic theory and analysis as applied to the **U.S. economy** as a whole. Emphasizes aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth." [emphasis added]
- American Studies AOE: "American Studies examines the **American experience** from the colonial period of the **United States** to the present. Students will study, interpret, and evaluate events, cultural products, and trends in American **economic, political,** and social history as well as in American architecture, art, literature, music, religion, and they will evaluate questions to which there are multiple plausible interpretations. Students pursuing the program in American Studies will enhance their skills in **critical thinking** and both oral and written communication. The American Studies program prepares students for further study in the English/literature, **history, political science, and sociology** at a four-year baccalaureate institution and provides an excellent foundation for students interested in **administration,** communications, **law, public service,** and teaching." [emphasis added]

Based on the above descriptions and the reasons listed below, ECO-7 can help students achieve the goals of the American Studies AOE:

- As described above, a goal of ECO-7 is help students understand the **US economy**. In ECO-7, students learn analytical macroeconomic tools and theories to analyze the US as a whole. Students learn to interpret data on the welfare of the US, such as unemployment rates. This knowledge helps students understand the **historical** events, such as the Great Depression, and **political trends,** such as the economic rationale supporting decisions the US federal government has made on social welfare programs. High inflation is also studied in ECO-7, which has affected US society and its politics in the past such as in the 1970's and 1980's.
- Economics is a social science. As such, the macroeconomic concepts in ECO-7 can help students understand the **behavior of societies** as a whole.

Administration, law, and public service degrees at 4-year colleges and above require macroeconomics.

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE MINUTES
March 26, 2013 2:00-4:00PM
HM 234**

I. Call to Order & Introductions **2:06PM NATALIE HANNUM**

Members Present:

**Debbi Renfrow/Library Communications
Steve Wagner/MSK
Natalie Hannum/PSET
Carolyn Quin/HSS
Jeanne Howard/Articulation
Alex Ygloria/DSS
Maria Pacheco/Senate Rep./Counseling
Rosslyn Byous/PA (did not sign in)**

Guests:

**Robin Steinback/Vice President, Academic Affairs
Sheila Pisa/ Accreditation/Assessment**

II. Approval of Agenda-- **(M)Quin (2nd)Renfrow/Unanimous**

III. Approval of Minutes from March 12, 2012--**(M)Quin (2nd)Byous**

IV. Approval & Information Items

Moreno Valley College Approval Items March 26, 2013

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses:			
The following courses are proposed to address repeatability issues by defining the levels: (M)Byous (2nd) Quin/Unanimous to approve ART-51A and ART 51B.			
ART-51A	Beginning Animation Production	MNR	
ART-51B	Intermediate Animation Production	MNR	
4. Course Inclusions: None			
5. Major Course Modifications:			
The following modifications are proposed to update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments: (M)Howard (2nd) Quin/Unanimous to approve GUI-45, GUI-46, GUI-47, GUI-48.			
GUI-45	Introduction to College	MNR	
GUI-46	Introduction to the Transfer Process	MNR	

Course	Title	Location	Comment
GUI-47	Career Exploration and Life Planning	MNR	
GUI-48	College Success Strategies	MNR	
<p>The following modification is proposed to update the course description, MOE, course materials and sample assignments to reference the National Safety Council: (M)Quin (2nd) Renfrow/Unanimous to approve KIN 30.</p>			
KIN-30	First Aid and CPR	MNR	
<p>The following course is being modified to change the prerequisite to add CHE-3 as an option for CHE-2A and remove the options of AMY-2B, 10, BIO-2A,2B, 5, 8, 12, or 34; also to update the course description, advisory skills, SLOs, course content, MOI, MOE, course materials and to add sample assignments</p> <p>Language as it will read in the catalog: MIC-1 - Microbiology MNR 4 units UC, CSU <i>Prerequisite: CHE-2A or CHE-3 and one of the following: AMY-2A, BIO-1, 1H, or 11.</i> General characteristics of microorganisms with emphasis on morphology, growth, control, metabolism and reproduction; their role in disease, body defenses, and application to the biomedical field. 54 hours lecture and 54 hours laboratory. (M)Quin (2nd) Renfrow/Unanimous to approve MIC-1. Discussion: The catalog language is much clearer in this format. Natalie Hannum explained how using Curricunet will insert language that is pulled from another course and need manual input by district personnel to make it clear.</p>			
MIC-1	Microbiology(see comments above)	MNR	Passed at N and R
<p>The following modification is proposed to update course description, SLOs, course materials and add sample assignments: (M)Quin (2nd) Renfrow/Not approved. Discussion- the lab components needs to be separated out. This is needed for articulation. Additionally, there was no list or reference to a lab manual for 4A and 4B. The assignments need additional formatting, and an assignment other than “read the text” should be included under reading assignments. The committee brought up 4C for reference. Although not on the agenda, the committee agreed that 4C looked like the better COR than the ones brought forward for approval.</p>			
PHY-4A	Mechanics	MNR	If slight changes are completed Carolyn Quin brought up 4A matches with CID did align
PHY-4B	Electricity and Magnetism	MNR	If slight changes are completed Need lab content has to be added hours to unit to match the content
PHY-4D	Modern Physics	MR	If slight changes are completed Jeanne Howard said missing lab manual, course contact added a pre-req. 4A, Byous asked which are required, 4C refer to break out lab topics are thin

Course	Title	Location	Comment
6. Course Deletions:			
This course was replaced by FIT-TI1A and FIT-TI1B and is no longer offered: (M) Byous (2nd) Ygloria/Unanimous to delete FIT-I1A and FIT-1B.			
FIT-I1A	Instructor 1A, Instructional Techniques	M	
FIT-I1B	Instructor 1B, Instructional Techniques	M	
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Arts in Anthropology for Transfer			
(M)Quin (2nd) Howard/Unanimous to approve the AA-T in Anthropology. Discussion: This is the second time for the Anthropology TMC coming forward due to changes at the Sacramento level. Dr. Steinback mentioned that the people responsible for the changes are the Statewide Academic Senate.			M
Associate in Science in Mathematics for Transfer			MR
(M) Byous (2nd) Howard/Unanimous to approve the AS-T in mathematics.			
Associate in Arts in Studio Arts for Transfer			
M) Byous (2nd) Quin/Unanimous to approve the AA-T in Studio Arts for Transfer. Discussion- submit with ART-40 and submit for C-ID. Then make changes to the degree as a minor change in the Fall once the new art courses are approved. Jeanne Howard inquired if we should be making changes to the Music AA. Carolyn Quin indicated not now.			M
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

Information

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses:			
The following courses are proposed to address repeatability issues by defining the levels:			
ART-50A	Beginning Storyboarding	NR	
ART-50B	Intermediate Storyboarding	NR	
The following courses are proposed to address repeatability issues by defining the levels:			
KIN-21A	Athletic Training Applications A	R	Move forward if suggested changes are completed
KIN-21B	Athletic Training Applications B	R	Move forward if suggested

Course	Title	Location	Comment
			changes are completed
KIN-21C	Athletic Training Applications C	R	Move forward if suggested changes are completed
KIN-21D	Athletic Training Applications D	R	Move forward if suggested changes are completed
MUC-1A	Performance Techniques For Studio Recording	N	Move forward if suggested changes are completed
MUC-1B	Performance Techniques For Studio Recording	N	Move forward if suggested changes are completed
MUC-1C	Performance Techniques For Studio Recording	N	Move forward if suggested changes are completed
MUC-1D	Performance Techniques For Studio Recording	N	Move forward if suggested changes are completed
4. Course Inclusions:			
The college would like to include this new course in their inventory:			
SOC-1H	Honors Introduction to Sociology	N	
5. Major Course Modifications:			
The following modification is proposed to update advisory skills, SLOs, course content, MOI, MOE, course materials and add sample assignments and remove repeatability:			
DAN-7	Choreography I	R	
The following modification is proposed to update course description, advisory skills, SLOs, course materials and add sample assignments:			
DAN-8	Choreography II	R	
The following modifications are proposed to update the SLOs, course content, MOI, MOE, course materials, add sample assignments and remove repeatability:			
DAN-D13	Dance Repertoire, Modern	R	
DAN-D14	Dance Repertoire, Jazz	R	
DAN-D15	Dance Repertoire, Ballet	R	
DAN-D16	Dance Repertoire, Tap	R	
DAN-D17	Dance Repertoire, Ethnic	R	
The following modification is proposed to update the SLOs, course content, course materials and add sample assignments:			
GEG-5	Weather and Climate	NR	Cross listed with PHS-5
The following modification is proposed to update the SLOs, course content, course materials and add sample assignments:			
PHS-5	Weather and Climate	NR	Cross listed with GEG-5
6. Course Deletions:			
After consulting (as department chair) with members of the discipline, consensus seems to be that this course should be deleted. This course has never been offered:			
PHI-16	Moral Reasoning in Business	R	
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees:			
Associate in Arts in Anthropology for Transfer			N

Course	Title	Location	Comment
Associate in Arts in Anthropology for Transfer			R
Associate in Science in Mathematics for Transfer			N
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
Associate in Arts in Commercial Music			N
Associate in Arts in Music			R
Music Technology			R
Associate in Science in Registered Nursing Program			R
11. Deletion of Certificate/Degrees: None			

V. New Business

- A. SB 1440 Update (Dr. Steinback):** The TMC process was introduced by the Statewide Academic Senate in response to the excessive number of units required to graduate. At one time, a bachelor's degree was approximately 120 units, but that had crept up to over 150. The SB 1440's were designed to get a student through their designated programs in four years- 60 units at the community colleges and 60 units at the Cal States. The Cal States have been slow and resistant in some instances, with Cal State San Bernardino and Cal State San Diego among them, but now it is the law and they must cooperate. In Spring 2013, the only students to gain admission to CSU were students who had completed SB 1440 degrees. The CSU's are now joining in on the effort and recognizing the value of SB1440. To facilitate the process, the C-ID system provides common language or descriptors for courses to articulate. At first the language had to match 80%, but now has changed to 100%. Dr. Steinback encouraged participation in DIG's to ensure the language in the C-ID descriptors is accurate. Moreno Valley needs to make AA-S and AA-T's a priority. There are 14 potential SB 1440's for Moreno Valley. The areas of emphasis are terminal degrees and will not give students priority when they go to transfer. Students with SB1440's will be given priority admission to the CSU systems. CSU is starting to do the same thing, with priority issued in the top three tiers. Natalie Hannum indicated how useful this information was and expressed her desire for a strong instructional office to assist with issues happening at the state level. Dr. Steinback indicated she would stay close to curriculum.
- B. Curriculum Chair:** Natalie is willing to stay 1 more year if needed, but the committee should also be thinking of nominees to chair the committee. There will be no action today, but she will be seeking for nominations next meeting.

VI. **Old Business:**

- A. Administrative Procedure 4260/Limitation on enrollment; prerequisites, co-requisites, and advisories. Proposed revisions (see attachments) **District Senate: 4260 send any revised language and give proposed language to Natalie Hannum, and she will send to District Senate. Should be sent to District Senate, College Senate, Travis will send to college, courtesy to curriculum chair.**
- B. RCCD Curriculum Handbook- status **Asked Sylvia Thomas for clerical support to put together all edits and develop an electronic version. Natalie Hannum thanked Dr. Steinback for providing clerical support and assigning Lourdes Davis to the Curriculum Committee. The committee expressed their gratitude for the help and support.**
- C. AoE's
 - 1. Process (Carolyn Quin) **Tabled.**
Proposals
 - 1: (M)Renfrow/(2nd)Pacheco/Unanimous this was an Information item not in our catalog.
 - 2. (M)Howard Unanimous Discussion: makes a nice addition.
 - 3 (M)Quin (2nd)Howard Unanimous.
 - 4. (M)Quin (2nd)Howard Unanimous.
 - 5. (M)Howard (2nd)Quin Unanimous.
 - 6. (M)Byous (2nd)Quinn new course Unanimous.
 - 7. (M)Quin (2nd)Pacheco great idea Unanimous.
 - 8. (M)Renfrow (2nd)Byous make changes Unanimous.
 - 9. (M)Byous (2nd)Renfrow changes Unanimous.
 - 10. (M)Quin (2nd)Howard good fit Unanimous.
 - 11. (M)Quin (2nd)Pacheco changes ask Gregory Elder Unanimous.
- C. By-laws & Mission- **Tabled**

VII. Reports

A. VPAA or Dean of Instruction **None**

B. Articulation & C-ID: **Jeanne Howard reported she is working with Spanish on a TMC. She mentioned that the website is updated, and she is working on it. Shee just submitted her updates for the catalog. She asked for extra time.**

C. Comprehensive Program Reviews: **Carolyn Quin met with the District Comprehensive Review Committee and they agreed to add Physics and Astronomy to the Fall 13 schedule**

C. Senate- **Natalie Hannum discussed standardized information and workflow from Academic Senate to Curriculum Committees. Recently to different administrative procedures and board policies came through.**

D. APC: **Natalie Hannum reported that the APC ranked program reviews the previous week. Dr. Steinback worked with Norm Godin and an Administrative Assistant entered resource requests from instructional program reviews into an access data base. Natalie indicated that the results were not adequate enough for proper decision making. Dr. Steinback indicated that stronger rubrics for the future would facilitate this.**

VIII. Open discussion: **Carolyn Quin asked about a catalog committee and she would like to participate in the committee. She wants it streamlined and identified changes. The committee agreed that the catalog needs editing and broader input. Natalie Hannum will take this to the District CC and recommend a committee to review the catalogs.**

IX. Adjourned: **4:03PM**

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE AGENDA
April 23, 2013 2:00-4:00PM
HM 234**

- I. Call to Order & Introductions
- II. Approval of Agenda
- III. Approval of Minutes from March 26, 2012
- IV. Approval & Information Items

Moreno Valley Approval Items April 23

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses:			
The following courses are proposed to address repeatability issues by defining the levels:			
ART-28A	Studio Painting-Portfolio Preparation	MNR	
ART-28B	Studio Painting-Portfolio Presentation	MNR	
ART-36A	Computer Art-Introduction	MNR	
ART-36B	Computer Art-Intermediate	MNR	
ART-40A	Figure Drawing-Introduction	MNR	
ART-40B	Figure Drawing-Intermediate	MNR	
ART-41A	Figure Painting-Introduction	MNR	
ART-41B	Figure Painting-Intermediate	MNR	
ART-42A	Studio Figure Drawing-Portfolio Preparation	MNR	
ART-42B	Studio Figure Drawing-Portfolio Presentation	MNR	
ART-43A	Studio Figure Painting-Portfolio Preparation	MNR	
ART-43B	Studio Figure Painting-Portfolio Presentation	MNR	
ART-48A	Studio Drawing-Portfolio Preparation	MR	
ART-48B	Studio Drawing-Portfolio Presentation	MR	
4. Course Inclusions: None			
5. Major Course Modifications:			
The following modification is proposed to remove ART-22 from the prerequisites, update the course description, advisory skills, SLOs, course content, MOI, MOE, course materials and sample assignments:			
ART-26	Beginning Painting	MNR	
The following modification is proposed to update the course description, advisory skills, SLOs, course content, MOI, MOE, course materials and sample assignments:			
ART-27	Intermediate Painting	MNR	
The following modification is proposed to update the course content to be C-ID compliant:			
EAR-20	Child Growth and Development	MNR	

Course	Title	Location	Comment
The following modification is proposed to update the course content and SLOs to be C-ID compliant:			
EAR-42	Child, Family and Community	MNR	
The following modifications are proposed to add the prerequisite of MAT-52 and add advisory of MAT-35 as well as update advisory skills, course content and course materials:			
ECO-7	Principles of Macroeconomics	MNR	
ECO-7H	Honors Principles of Macroeconomics	MNR	
ECO-8	Principles of Microeconomics	MNR	
The following modification is proposed to remove MUS-32 as an advisory and to update the course description, course content, MOI, MOE, course materials and sample assignments to be C-ID compliant:			
MUS-3	Fundamentals of Music	MNR	
The following modification is proposed to remove MUS-32 and 52 as prerequisites and to update the advisory, course content, course materials to be C-ID compliant:			
MUS-4	Music Theory I	MNR	
MUS-5	Music Theory II	MNR	
MUS-6	Music Theory III	MNR	
The following modification is proposed to add the prerequisite of MUS-32D as well as update the course description, SLOs, course content, MOI, MOE, course materials, sample assignments and remove repeatability:			
MUS-53	Keyboard Proficiency	MR	Move forward with changes-
The following modification is proposed to tie the SLOs to the new GESLOs and update the course content and course materials:			
PHI-10	Introduction to Philosophy	MNR	
The following modification is proposed to tie the SLOs to the new GESLOs and update the course materials and add sample assignments:			
PHI-35	Philosophy of Religion	MNR	Cross listed with HUM-35
The following modification is proposed to update course description, SLOs, course materials and add sample assignments:			
PHY-4A	Mechanics	MNR	If changes are completed
PHY-4B	Electricity and Magnetism	MNR	If changes are completed
6. Course Deletions:			
The following courses have not been offered for several years:			
KIN-A15	Bowling, Beginning	MNR	
KIN-A16	Bowling, Intermediate	MNR	
KIN-A17	Bowling, Advanced	MR	
KIN-A36	Cross Country Skiing	MR	
KIN-A85	Bicycling	MR	
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

Information Items

Course	Title	Location	Comment
1.Distance Education: None			
2. New Stand Alone Courses: None			
3. New Courses:			
The following courses are proposed to address repeatability issues by defining the levels:			
ART-30A	Printmaking-Introduction	NR	
ART-30B	Printmaking-Intermediate	NR	
ART-49A	Studio Printmaking-Portfolio Preparation	NR	
ART-49B	Studio Printmaking-Portfolio Presentation	NR	
The honors program currently doesn't have any honors Music classes, and because this class will transfer as IGETC and can be taken by a non-major, it is a perfect fit for the Honors Program:			
MUS-89H	Honors Music of Multicultural America	NR	
4. Course Inclusions: None			
5. Major Course Modifications: None			
6. Course Deletions: None			
7. Course Exclusions:			
The following courses have not been offered for several years:			
KIN-A63	Ultimate Frisbee	NR	
The following courses have been replaced with new updated courses:			
NRN-1	Introduction to Nursing Concepts and Practice	R	
NRN-2	Beginning Nursing Concepts of Health and Illness	R	
NRN-3	Intermediate Nursing Concepts of Health and Illness	R	
NRN-4	Advanced Nursing Concepts of Health and Illness	R	
NRN-15	Introduction to Nursing Roles and Relationships	R	
NRN-16	Dimensions of AD - Registered Nursing	R	
NRN-17	Transition Course for Nursing Advanced Placement/Transfer Students	R	
8. New State Approved Certificates/Degrees:			
Associate in Arts in Elementary Teacher Education for Transfer			R
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees:			
Associate in Science in Kinesiology Athletic Training Emphasis			R
Associate in Science in Kinesiology Coaching Emphasis			R
11. Deletion of Certificate/Degrees: None			

The following proposals are being completed outside of CurricUNET

The following courses are being modified from Activity courses to Varsity courses as part of the Title 5 changes to repeatability:

KIN-V26 Songleading and Cheerleading

R

KIN-V50	Baseball Fundamentals, Defensive	R
KIN-V51	Baseball Fundamentals, Offensive	R
KIN-V52	Fastpitch Fundamentals, Offensive	R
KIN-V53	Fastpitch Fundamentals, Defensive	R
KIN-V60	Football Fundamentals, Defensive	R
KIN-V61	Football Fundamentals, Offensive	R
KIN-V70	Water Polo Techniques	R
KIN-V78	Long Distance Running	R
KIN-V94	In- Season Varsity Sport Conditioning	R
KIN-V95	Out-of-Season Varsity Sport Conditioning	NR

V. New Business

- A. Curriculum Institute
- B. Regular Effective Contact Hours

VI. Old Business

- A. By-laws & Mission
- B. Curriculum Handbook
- C. MV Curriculum Chair Nominations

VII. Reports

- A. VPAA or Dean of Instruction
- B. Articulation & C-ID
- C. Comprehensive Program Reviews
- D. Senate
- E. APC

VIII. Open discussion

IX. Adjourn

**MORENO VALLEY COLLEGE
CURRICULUM COMMITTEE
MINUTES
May 28, 2013, 2:00 p.m. - 4:00 p.m.
HM 234**

- I. Call to order 2:10 p.m., Carolyn Quin, Substitute Chair.
(absent: Natalie Hannum, Chair)

Members present: Jeanne Howard (Articulation), Maria Pacheco (Senate), Alex Ygloria (DSS), Rosslynn Byous (HHPS and PA Program Director), Carolyn Quin (HSS and substitute chair), David Vakil (Dean of Instruction), Dr. Robin Steinback (VPAA and ALO), Lourdes Davis (Support Staff)

Guests: Sheila Pisa (Assessment), Carmen Valencia (Matriculation)

Members absent: Debbi Renfrow (Library and COMM), Stephen Wagner (MSK), Natalie Hannum (PSET)

- II. Approval of Agenda--M/Renfrow/S/Byous/Unanimous
- III. Approval of Minutes from May 14, 2013--M/Byous/S/Howard/Unanimous
- IV. Curriculum Approval Items for Moreno Valley College

Course	Title	Location	Comment
1.Distance Education:			
SOC-2	American Social Problems	MNR	Hybrid
SOC-10	Race And Ethnic Relations	MNR	Hybrid
SOC-12	Marriage and Family Relations	MNR	Hybrid
SOC-20	Introduction To Criminology	MNR	Hybrid
Two motions passed on Distance Education proposals--First motion to table to next meeting: M/Byous/S/Howard/Unanimous. There was further discussion related to action taken by district Tech Review Committee and a second motion to send back to faculty for revisions: M/Howard/S/Byous/Unanimous. Further discussion concerned training and refresher training for online instructors in accessibility issues and review of courses for accessibility based on newer technologies and updated readers. Online classes are reviewed on behalf of the district for 508 Compliance by Brian Brautigam when they are proposed for distance education, but there is no process for ongoing review as courses are updated. There needs to be a checklist for online courses related to regular, effective contact. Dean David Vakil will share one with Dr. Quin.			
2. New Stand Alone Courses: None			
3. New Courses: None			
4. Course Inclusions: None			
5. Major Course Modifications:			
The following are being proposed to update the SLOs, course content, and course materials:			
GEG-2	Human Geography	MNR	
GEG-3	World Regional Geography	MNR	
Motion to approve: Howard/S/Pacheco/Unanimous			
The following is proposed to update the SLOs, course description, course content, MOI, MOE, course materials as well as add sample assignments to be C-ID compliant:			
MAT-1C	Calculus III	MNR	

Course	Title	Location	Comment
Motion to approve: Byous/S/Howard/Unanimous			
The following is being proposed to change the units from 3 to 4, lecture hours from 54 to 72 as well as to update the course description, SLOs, course content, MOI, course materials and add sample assignments:			
MAT-12	Statistics	MNR	
Motion to table pending more information on the impact caused on matriculation, on ADTs, and on the budget by increasing the units from 3 to 4: Byous/S/Pacheco/Unanimous. There needs to be more discussion among faculty and more rationale from the discipline/department.			
The following modifications are proposed to update course description, SLOs, course materials and add sample assignments:			
PHY-4A	Mechanics	MNR	Second review at M, some modifications made
PHY-4B	Electricity and Magnetism	MNR	Second review at M, some modifications made
Motion to table so that laboratory content can be described separately and related to lecture content and also to specify laboratory course objectives—Refer to C-ID Descriptors--lab content needs to be more clearly outlined: Byous/S/Howard/Unanimous			
6. Course Deletions: None			
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees: None			
11. Deletion of Certificate/Degrees: None			

V. Program Prerequisites for Physician Assistant Degree

See Attachments: 1. Enrollment Requirement Modifications <course analysis.pdf>, 2. RCRMC/RCCD-MVC PA Program Prerequisite Comparisons <curriculum.pdf>

Background reported in the meeting by Dr. Rosslynn Byous: The Moreno Valley College Physician's Assistant program will be visited by the accrediting team in Spring 2014 and has been mandated to have Pathway degrees, A.S. or A.A. accelerated B.A., that eventually lead to the master's degree. The successful student will pass the boards the first time they take them. "The Accreditation Review Committee on Education for the Physician Assistant (ARC-PA) mandates that all programs confer a graduate [master's] degree by 2020" (See Attachment 1). By increasing the program prerequisites, the PA program hopes to improve the academic standards and preparation of students and to increase the success rate of MVC graduates. Brandman University has an accelerated bachelor's in Health Care.

Dr. Byous presented the program prerequisites--including the courses, the GPA (if noted) and the number of required clinical hours--required at the only four institutions in the region with PA programs: (1) Stanford/Foothill Community College, (2) Red Rock Community College, Colorado, (3) Western University, and (4) San Joaquin. (See Attachment 2. "RCRMC/RCCD-MVC PA Program Prerequisite Comparisons" <curriculum.pdf>)

Among the proposed changes to the current MVC program that were discussed by the MVC Curriculum Committee were (1) the following added prerequisites: an additional 4 units of Chemistry, for a total of 8 units; 4 units of Interpersonal Communication; 4 units of Statistics; 8 units of Spanish (two semesters); required (instead of recommended) 8 units of Medical Terminology (two semesters); and required (instead of recommended) 1 unit of Research Writing for a total of an additional 29 units.

With the 35 units currently required, the total number of units for program prerequisites would be 64 as proposed. In addition, the current 2.5 GPA (2.7 in Science classes) would increase to “3.0 in all with 2.0 in college credits.” The paid, hands-on clinical hours would increase from the current 2,000 to the proposed 5,000 hours.

In contrast, Stanford/Foothill CC requires 27 units and 3,000 clinical hours.

Red Rock CC requires 31 units and 2,000 clinical hours.

Western University requires a B.A. or B.S. degree, 43 prerequisite units, 2.7 GPA, and no clinical hours.

San Joaquin requires 60 units (or AS/AA), 2.5 GPA, and 2,000 clinical hours

The current MVC PA Program requires 35 prerequisite units, 2.5 overall GPA (2.7 in Sciences) and 2,000 clinical hours.

Discussion: The Curriculum Committee discussed this proposal at length, even though the two attachments to the minutes referenced above were not distributed to the members until a few minutes before the meeting. This was the first report from the PA Program to the Committee in the 2012-2013 academic year, and it was the last meeting of the spring semester. There were no minutes presented from Advisory Committee meetings and no data validation studies accompanying the proposals. The discussion centered on the addition of a prerequisite Spanish language requirement of 8 units, the significantly higher number of total units, clinical hours and GPA than the four comparison institutions, and the effects these changes would have on access to the program by qualified applicants. The Statistics course would have to be MAT 12, or the Equivalent. Perhaps the Spanish requirement could be exempted by exam.

The Curriculum Committee asked for a revision of the proposal with MVC course numbers and titles and correct units, so that transcripts could be evaluated for equivalent courses. The statement of current prerequisites should agree with the college Catalog (p.76). There was also discussion about having students complete the Area of Emphasis in Math and Science because so many of the current prerequisite courses are in that currently approved degree. They also noted that there is no 1 unit “Research Writing” course at MVC. ENG 90B is 2 units.

The members asked what could be done to better inform students through an orientation program about the rigors of the PA program before they enroll in it. The Committee asked if it was possible to interview students who drop out to see what their issues were, and they suggested that some institutional research analysis could help with assumptions about student success or failure based on data. The Committee would like more detailed information about enrollments in the last five years, success rates, failure rates, and data analysis to support the proposed changes. The increase in clinical hours from 2,000 to 5,000 concerned several members of the Committee, since the supporting document mentioned only that success rates were higher for students who had completed 2,000 clinical hours “in the last five years,” not 5,000 hours.

It was also noted that any changes to a program prerequisite represents a “Substantive Change” and would have to be submitted to the State and to the college’s accrediting agency (ACCJC) before it could be implemented. If there are also some unwritten prerequisites, such as living in Riverside County, those need to be specified as part of the curriculum approval process as well.

Motion to approve changes to PA program prerequisites: Byous/S/Pacheco. Vote: 1 yes, 3 abstentions. **The motion did not carry.** A report is due to the accrediting agency for the PA program by July 1, 2013.

VI. Information Items for Moreno Valley College (no action required)

Course	Title	Location	Comment
1.Distance Education:			
SOC-3	Social Inequality	NR	Hybrid
SOC-15	Women In American Society	NR	Hybrid/Online
2. New Stand Alone Courses:			
This course is intended as a conditioning course for varsity athletes, distinct from the current A92 course for general students (non-athletes):			
KIN-V92	Weight Training, Varsity Athletes	R	
3. New Courses: None			
4. Course Inclusions: None			
5. Major Course Modifications: None			
6. Course Deletions: None			
7. Course Exclusions: None			
8. New State Approved Certificates/Degrees: None			
9. New Locally Approved Certificate: None			
10. Modification to State/Locally approved Certificate/Degrees:			
Automotive Technology-Ford Specialty			R
Automotive Technology- General Motors			R
11. Deletion of Certificate/Degrees: None			

VII. New Business

A. AA/AS-T's and status: 7 have been approved at the college level, but none of them are ready for State Approval, according to Sylvia Thomas who communicated this information to Natalie Hannum on 5/23/13. (MVC reported in December that 11 AA/AS-T's were planned by Fall 2013.)

CQ note: Natalie wrote that the MVC administration is aware of this information. Natalie has asked the RCCD office for a list of what each degree needs to have done. "Each one has issues." Natalie indicated that she would be contacting discipline faculty to "get what needs to be done."
Dr. Steinback noted in an email (5/24) that the new degrees are now called "ADTs."

May 16 DCC minutes: The committee approved including a matrix that aligns the PLOs to the SLOs whenever a TMC is proposed.

Discussion: Jeanne Howard pointed out that we are not asking for a rationale for a degree when it is proposed. Each degree proposal requires a narrative before it can be submitted to the State.

Discussion: Jeanne Howard pointed out that the templates changed this spring for some of the AAT and AST degrees, particularly Anthropology. On March 26, revised Anthropology, Math, and Studio Arts were sent to the district.

VIII. Old Business

- A. By-laws & Mission (no report from Natalie Hannum)
- B. Curriculum Handbook (no report from Natalie Hannum)
- C. AP 4260- finalize language to forward to Senate (circulating with Track Changes that will require additional discussion on several levels.)

District Curriculum Committee (DCC): AP 4260 – Limitations on Enrollment: Prerequisites, Co-requisites & Advisories – Richard stated that their original charge from the District Senate was for the colleges to try and reach consensus before bringing it to the senates. Richard suggested appointing two members from each college’s curriculum committee to work on language that all three colleges will support and forward to the senates. Natalie wants to wait and see if this committee can draft the language for AP 4260 from the feedback they receive from their committees first. Then have the college committees review the final draft before forwarding to the senates. Another issue is that disciplines and discipline facilitators are not recognized in the contract and, therefore, should not have any say in policy procedures. The curriculum chairs will meet next Thursday, May 23rd at 2:30 at the district office to work on the Curriculum Handbook and drafting language for AP 4260.

- D. AP’s 4225, 4227, 4228, 4229- review and provide feedback and forward to District CC—discussed at DCC.

May 16 DCC Minutes--AP 4225, 4227, 4228, 4229 – Course Repetition and Repeatable Courses - Natalie asked for her committee’s feedback no later than the next meeting which will be too late for the catalog. Richard’s committee has reviewed all APs and recommended forwarding to senate. Brian will send his committee’s suggestions to Sylvia.

- E. Regular and Effective Contact- provide feedback. CC’s will not be approving language, but recommending language and providing feedback.

CQ note: Not sure to whom we are “recommending language.”

From DCC Minutes of May 16--Brian [Johnson—Norco college Curriculum chair] handed out the DE Regular Effective Contact Guidelines for discussion along with discussion on August’s Flex Day. Brian had previously mentioned the issue about having curriculum committee reps automatically be co-contributors anytime a proposal is forwarded. Toni stated that this may not be doable, but they can certainly discuss it.

IX. Reports

A. VPAA or Dean of Instruction—Dr. Robin Steinback brought a framed certificate of appreciation for Natalie Hannum who served as MVC Curriculum Chair from 2011-2013. She is leaving the college to accept another position. Natalie Hannum was thanked for her many contributions to the college's curriculum committee.

Dean David Vakil suggested along with Dr. Robin Steinback (VPAA and ALO) that we have a curriculum retreat at MVC. Other brought up that degree "Evaluators" need to be discussed in the future. Maria Pacheco suggested that MVC have its own evaluators at the college.

B. Articulation & C-ID—Jeanne Howard, MVC Articulation Officer, shared the C-ID newsletter and the new district process for submitting shared courses for C-ID numbers. She also passed out copies of the MVC C-ID Submission Summary listing all course with C-ID Descriptors, the date submitted, the COR date, the status, and the expiration date of the approval or conditional approval. Judy Haugh will submit shared courses for all three colleges per an agreement with the State Chancellor's Office. This new single-submission process should give our three colleges only one response to a single COR, instead of three, often different responses. Jeanne Howard needs access to the Curriculum Inventory at the State Chancellor's Office. Ms. Howard also expressed concern that she is having problems getting course outlines for approval. We need to revisit rules and practices across the district.

C. Comprehensive Program Review – no report

D. Senate—no report

E. APC—no report

X. Open discussion—these notes were taken from the most recent District Curriculum Committee Minutes to share with the MVC Curriculum Committee:

May 16 DCC Minutes: Flex day Curriculum Training - Diane Dieckmeyer wants curriculum chairs to make sure they connect with the Faculty Development Coordinator for this training which will be held at RCC on August 28, 2013 from 9:00 – 2:00. Richard, with Sylvia's help, will be in charge of organizing this training workshop. Pam Deegan should speak on topics that the committee and faculty struggle with the most, e.g.: (1) standardization of a COR - what should the department curriculum reps be looking for in a COR; (2) how do they relay this information back to their faculty; (3) how do we get disciplines to communicate across the district when dealing with college-wide curriculum? Topics for curriculum chairs: (1) How to link to new SLOs; (2) latest information with C-IDs and TMCs, etc.

Discussion: MVC Curriculum Committee needs to discuss "reciprocity" at a future Curriculum Committee meeting. Members of the faculty who have information on the CC agenda should be present at the meeting.

XI. Adjournment. The meeting was adjourned at 4:30 p.m.