Curriculum Committee Agenda
https://www.rcc.edu/about/strategic-planning/tllc/curriculum-committee/resources.html
September 9, 2025 • 2:30-4:30 pm • Hall of Fame
Zoom link for 2025-2026 public attendees: https://rccd-edu.zoom.us/j/84509114251?pwd=vbRhaHTaCtObtbCVNdLM2PWTICCV8S.1

1. Call to Order

2. Approval of the Agenda
   The agenda will be reviewed, discussed, and considered for approval.

3. **Approval of Minutes:** May 27, 2025
   The minutes will be reviewed, discussed, and considered for approval.

4. Public comment
   Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.

5. **Action Items:** See curriculum proposals below

6. Reports

   a. Curriculum Chair – Kelly Douglass

      i. CCN Updates

         1. Phase IIB templates

         2. Phase III Surveys

         3. August 13 Chancellor's Office Memo

      ii. SAAM (Standardized Attendance Accounting Method) tool and affected courses

      iii. Resource links on the agenda

   b. Articulation Officer – Nicole Banerjee

   c. Curriculum Coordinator – Casandra Greene

   d. Tech Review Chair – Steven Schmidt

   e. Academic Standards – Brock Russell

   f. VPAA – Lynn Wright

   g. ASRCC Representative – *TBD*

   h. Equity-Minded Curriculum: EMC Collection from 24-25

Riverside City College MISSION: Riverside City College serves a diverse community of learners by offering certificates, degrees, and transfer programs that help students achieve their educational and career goals. The college strives to improve the social and economic mobility of its students and communities by being ready to meet students where they are, valuing and supporting each student in the successful attainment of their goals and promoting an inclusive, equity-focused environment.

VISION: Riverside City College strives to provide excellent educational opportunities that are responsive to the diverse needs of its students and communities, and empowers both to be active participants in shaping the future.

Consistent with Executive Order N-29-20 and Government Code sections 54953.2, 54954.1, 54954.2, and 54957.5, the Riverside City College Curriculum Committee will provide to individuals with disabilities reasonable modification or accommodation including an alternate, accessible version of all meeting materials. To request an accommodation, please contact Office of Diversity, Equity, & Compliance at 951-222-8039 or by email to Georgina Villaseñor-Lee: georgina.villasenor-lee@rccd.edu or Lorraine Jones: lorraine.jones@rccd.edu.

7. Curriculum Policy & Procedure:

    a. Curricunet FSA clean up

    b. Minutes Requirements Reference Sheet

    c. Memos

    d. Reports from Curriculum Institute 2025

8. Open Forum
   Discussion forum provided for members of the committee to clarify points on agendized topics or request an item be added to a future agenda..

9. Next Meeting: September 23, 2025

Action Items:
1. Technical/Proofreading edits from shared spreadsheet – *please list ONLY items that are technical/grammar edits and require NO discussion to fix; if there is any question about the item, don't list here; please save for discussion.*
2. Course Deletions: pg. 3
3. Course Major Modifications: pg. 3
4. Distance Education: pg. 3-4
5. State/Locally Approved Certificates/Degree Discontinuances: pg. 4
6. State/Locally Approved Certificate/Degree Modifications: pg. 4

Information Items: Course Minor Modifications for RCC: pg. 5-6

Information Items: All Information and Action Items for MVC and NC: pg. 7-13
1. Course Deletions
2. Course Exclusions
3. Course Inclusions
4. Course Major Modifications
5. Course Minor Modifications
6. Distance Education
7. Extensive Lab Proposals
8. General Education
9. New Courses
10. New Disciplines
11. New State/Locally Approved Certificates/Degrees
12. State/Locally Approved Certificate/Degree Modifications

Attachments:

- Minutes from May 27, 2025
- SAAM Tool
- Scheduling Calculator
- SAAM affected courses
- Minutes Requirement Reference Sheet
- August 13, 2025 Chancellor's Office CCN Update Memo

Action Items:

- Technical Corrections on Spreadsheet https://docs.google.com/spreadsheets/d/1egOnWLuOsuJ-3EH78lLS_MaELvZSlr5jXLVequ6np64/edit#gid=2018103253
See "Proposal Review Spreadsheet"

Course	Long_Title	Rationale	Campus
Course Deletion			
ALR-83	College Reading and Thinking	*Since AB705, ALR has not offered any remedial courses at RCC. ALR 83 is no longer being taught by the discipline.*	NR
ALR-86	Reading Strategies for Textbooks	*ALR 86 is no longer offered by the discipline.*	NR
ALR-882	Reading Skills and Strategies	*The discipline no longer offers ALR 882.*	MR
POR-2	Portuguese 2	*We have not offered this course since 2016.*	R
Course Major Modifications			
ALR-2	Strategic Reading	*The course outline was last updated 10/2020. The reason for the major modification is to update the SLOs, course objectives, course content, sample assignments, and course materials to reflect changes made to the discipline with AB 705.*	NR
AST-1A	Introduction to the Solar System	*Updating course content to include the Sun, which allows AST-1B to be a standalone class. Removing outdated prerequisites.*	MR
AST-1AH	Honors Introduction to the Solar System	*Updating course content to include the Sun, which allows AST-1B to be a standalone class.*	R
AST-1B	Introduction to the Stars and Galaxies	*Moving content specifically about the Sun to AST-1A, adding some introductory content covered in AST-1A to AST-1B to allow AST-1B to be offered to all students; removing AST-1A pre-requisite. This will expand the number of students eligible for this class and hopefully increase enrollment.*	MR
MUS-38	Beginning Applied Music I	*Add performing ensemble corequisite. Update sample assignments.*	MNR
SPA-1	Spanish 1	*Remove reference to SPA-1H in course description*	MNR
SPA-2	Spanish 2	*Remove reference to SPA-1H in requisite*	MNR
Distance Education Proposals			
COMM-9DE	Interpersonal Communication		MNR
COMM-9HDE	Interpersonal Communication		MNR
JOU-1DE	Introduction to Journalism		MR

PAL-86DE	Tort Law and Alternative Dispute Resolution		R

Program Discontinuance - Certificate

CAT	Legal Administrative Professional	*This program has seen a decline in enrollment. Courses were offered consistently, but had to be canceled due to low enrollment. Current labor market data also shows a decline in the demand for this program. Law offices are more likely to hire paralegals, and so students can choose to pursue the Paralegal program offered by RCC.*	R
COS	Esthetician	*This program is being discontinued as it is out of compliance with regulatory requirements. Students have transitioned to a different program, Esthetician Concepts.*	R
EST	Building Inspection Technology	*There are insufficient resources to realistically support the Program at a sufficient level of quality and the Program has experienced consistently low enrollment*	R
EST	Zero Net Energy	*There are insufficient resources to realistically support the Program at a sufficient level of quality and the Program has experienced consistently low enrollment.*	R

Program Discontinuance - Degree

AIR	Building Energy Systems Professional in HVAC Technology	*There are insufficient resources to realistically support the Program at a sufficient level of quality and the Program has experienced consistently low enrollment.*	R

Program Discontinuance - Degree & Certificate

COS	Cosmetology	*This program is being discontinued as it is out of compliance with State requirements. Students have been transitioned to a different program, Cosmetology Concepts.*	R

Program Modification - ADT

EAR	Elementary Teacher Education: Integrated Programs	*Aligning with the updated TMC.*	R

RCC INFORMATION ITEMS - Minor Modifications

AIR-30	Residential System Installation	*2 year update.* *Textbook changes: Cengage unlimited added*	R
AIR-61A	Beginning Air Conditioning and Refrigeration 1	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-61B	Advanced Air Conditioning and Refrigeration II	*2 Year Update,* *textbook update - Cengage Unlimited*	R
AIR-64A	Beginning Air Conditioning and Refrigeration Electricity	*2 Year Update, Textbook update - Cengage Unlimited*	R
AIR-64B	Advanced Air Conditioning and Refrigeration Electricity II	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-75	HVAC/R Systems Design	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-76	Facilities Maintenance/Chillers	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-77	Energy Conservation Methods for HVACR	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-78	Safe Refrigerant Handling & Management	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-80	Gas Heating	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-83	All Weather Heating & Cooling System	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-84	Boiler and Hydronic Heating	*2 Year Update,* *Textbook update - Cengage Unlimited*	R
AIR-90	Building Automation Fundamentals	*2 year update* *No changes*	R
AIR-91	Advanced Building Control Networks	*2 Year update,*	R
AIR-92	Advanced Building Automation Networks and Programming	*2 year update*	R
ALR-1	Reading Tutor Training	*The discipline updated the course outline to include more recent textbooks.*	NR
ALR-3	Reading for Academic and Lifelong Literacy	*The textbook list was updated with more current course materials.*	MNR
ALR-887	Reading Clinic	*The course materials have been updated with more current textbooks.*	NR
BAK-46	Fundamentals of Baking and Pastry	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-47	Advanced Baking and Pastry	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-48	Dietary Baking	*The course materials have been reviewed, and there are no changes at this time.*	R

BAK-74	Cost Control for Professional Skills in Baking	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-80	Plated Desserts and Sauces	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-81	Candies, Confections, and Treats	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-82	Advanced Cake Decorating Techniques	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-83	Chocolate Techniques and Bonbons	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-84	Sugar Artistry and Pastillage	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-874	Cost Control for Professional Skills in Baking	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-880	Plated Desserts and Sauces	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-881	Candies, Confections, and Treats	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-882	Advanced Cake Decorating Techniques	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-883	Chocolate Techniques and Bonbons	*The course materials have been reviewed, and there are no changes at this time.*	R
BAK-884	Sugar Artistry and Pastillage	*The course materials have been reviewed, and there are no changes at this time.*	R
BUS-10	Introduction to Business	*Textbook Update*	MNR
CAT-61	Professional Office Procedures	*Two-Year CTE review.*	MR
CAT-845	MOSPrep: Microsoft Office Outlook Core Exam Preparation	*CTE two-year review completed. Textbook removed. Free web-based material available. GMetrix training software access provided to students free of charge.*	MR
JOU-1	Introduction to Journalism	*CTE 2-year review. No changes needed.*	MR
PHY-10	Introduction to General Physics	*Updating textbook information.*	MNR
PHY-11	Physics Laboratory	*Updating textbooks.*	MNR
PHY-2A	General Physics I	*Update for current textbooks*	NR
PHY-2B	General Physics II	*Update for current textbooks*	NR
PHY-4D	Modern Physics	*Updating textbooks.*	MR

Course Exclusion

ADM-2C	Ethics and Legalities for Graphic Designers	*Scheduling the course has been challenging due to its status as a 1-unit course.*	M
ESL-65	American Classroom Culture	*ESL 65 was initially developed to support international students who have newly arrived in the United States and who lack prior experience with American academic institutions. The course provides cultural and linguistic orientation specific to the U.S. classroom environment, including expectations, norms, and communication styles common in American educational settings. At Moreno Valley College (MVC), however, the ESL student population differs significantly from that of institutions such as Riverside City College. The majority of MVC's ESL students are long-term residents or members of the 1.5-generation immigrant population, rather than newly arrived international students. These students are generally more familiar with U.S. cultural norms and academic systems due to their extended exposure to American society and schooling. Given this demographic distinction, the specific objectives and focus of ESL 65 are not fully aligned with the current needs of MVC-ESL students. Moreover, cultural awareness, academic conventions, and classroom communication strategies are already embedded across the ESL curriculum at MVC, particularly in courses focused on reading, writing, listening, and speaking. These existing courses contextualize cultural content within language instruction, rendering a standalone course on American classroom culture redundant. Considering the overlapping instructional content and the demographic profile of MVC-ESL students, the college recommends the formal exclusion of ESL 65 from its ESL course offerings.*	M

| ESL-90L | Special Topics in English as a Second Language: Punctuation of Phrases and Clauses | *ESL-90L is a special topics course designed to support students in mastering the conventions of punctuation in American English. The course enhances students' understanding of phrases and clauses and develops their ability to apply appropriate punctuation in compound and complex sentence structures. While the focus of ESL-90L is valuable for English language development, the core grammar and writing courses within the existing Moreno Valley College ESL curriculum already provide integrated instruction on these topics. Students receive targeted practice with sentence structure, punctuation, and clause identification as part of their progression through the grammar and composition sequence. Furthermore, ESL-90L is offered through Riverside City College (RCC) via an online format. This ensures that MVC students who wish to reinforce their understanding of punctuation and sentence construction can readily access the course through district-wide registration options. Additionally, MVC and RCC ESL disciplines have established a coordinated rotation of ESL Special Topics courses to optimize instructional resources and avoid duplication. Under this agreement, MVC offers specific special topics such as ESL-90D and ESL-90P, while RCC retains ESL-90L and other complementary offerings. This district-wide strategy ensures broad access to enrichment courses while streamlining the local curriculum. In light of the above stated reasons, especially given student access to ESL-90L via RCC online modality, and the established special topics rotation plan, the exclusion of ESL-90L from the MVC ESL curriculum is recommended.* | M |

ESL-90M	Special Topics in English as a Second Language: Articles and Prepositions	*ESL-90M is a special topics course designed to offer targeted instruction in English articles and prepositions, including prepositional phrases, verbal and adverbial idioms, and usage of definite and indefinite articles. While these topics are foundational to English grammar, they are already comprehensively integrated into existing MVC ESL coursework, particularly in the core grammar and writing sequence. Additionally, ESL-90M is currently and consistently offered by Riverside City College (RCC) in an online format, allowing MVC students who seek additional practice or review in this area to enroll without scheduling conflict or duplication of instruction.Moreover, the ESL disciplines at RCC and at MVC have collaboratively established a rotation of ESL Special Topics course offerings across the district. Under this coordinated plan, MVC offers ESL-90D, ESL-90P, while RCC offers ESL-90M and other selected Special Topics courses. This strategy ensures equitable access to specialized ESL instruction while avoiding unnecessary overlap and conserving instructional resources.Given the above-stated reasons, particularly the student access via RCC online modality, and the inter-college special topics rotation agreement, the exclusion of ESL-90M from the MVC ESL course catalog is recommended.*	M
HIS-11	Military History of the United States to 1900	*MVC has not offered the course for several semesters after declining student interest. We have expanded our course offerings into other historical fields/topics.*	M
HIS-12	Military History of the US Since 1900	*MVC has not offered the course for several semesters after declining student interest. We have expanded our course offerings into other historical fields/topics.*	M
HIS-35	History of Britain	*MVC has not offered the course for several semesters after declining student interest and the faculty retirement. We have expanded our course offerings into other historical fields/topics.*	M

HUM-4H	Honors Arts and Ideas: Ancient World Through the Late Medieval Period	*Neither course has been offered at MVC in several years and MVC Honors has no plans to offer them in the foreseeable future. (HUM 10H: Honors World Religions will remain in the catalog as a regular honors offering in the discipline.) MVC has no full-time faculty member in the discipline, so the department member with the secondary FSA is launching the proposal. MVC Honors has voted in favor of the exclusions, minutes attached.*	M
HUM-5H	Honors Arts and Ideas: The Renaissance through the Modern Era	*Neither course has been offered at MVC in several years and MVC Honors has no plans to offer them in the foreseeable future. (HUM 10H: Honors World Religions will remain in the catalog as a regular honors offering in the discipline.) MVC has no full-time faculty member in the discipline, so the department member with the secondary FSA is launching the proposal. MVC Honors has voted in favor of the exclusions, minutes attached.*	M
MAT-26	Math for Elementary School Teachers	*This course has not been offered since winter of 2018 and is no longer a requirement for any ADT or certificate.*	M
MUS-1	Teaching Music to Young Children	*This course has only been offered 3 times at MVC: First in 2011, again in 2015 and the last time occurred in the Fall of 2020. It has never reached the cap (in any of those offerings) and the last time it was offered it was extremely low enrolled (6 students at census). This course doesn't fit into any music degree or certificate and the MVC music faculty have no interest in offering it in the future (as it serves no curricular or supporting role within the music program). It is an elective component within the Associate of Science Degree and Certificate of Achievement for Early Childhood Education. However, the ECE at MVC also have no interest in offering it and are planning to complete a program modification to remove this course from their certificate. Therefore, MUS-1 should be excluded from the catalog.*	M

MUS-38	Beginning Applied Music I	*This course duplicates the function of the requisite applied lesson course—MUS 87 (in fulfillment of the ADT requirement). While this course does provide students with the benefit of 2 additional hours of applied lessons, it comes at the cost of: increased unit count (2 units instead of the 1 unit required for MUS 87) and a doubled lab time requirement (108 hours required for MUS 38 verses the 54 hours required for MUS 87). The benefits from this small amount of added lesson time do not outweigh the costs incurred by both the students and the college. Therefore, it is the recommendation of the Music faculty at MVC to exclude this course from the catalog.*	M
MUS-78	Beginning Applied Music II	*This course duplicates the function of the requisite applied lesson course—MUS 87 (in fulfillment of the ADT requirement). While this course does provide students with the benefit of 2 additional hours of applied lessons, it comes at the cost of: increased unit count (2 units instead of the 1 unit required for MUS 87) and a doubled lab time requirement (108 hours required for MUS 78 verses the 54 hours required for MUS 87). The benefits from this small amount of added lesson time do not outweigh the costs incurred by both the students and the college. Therefore, it is the recommendation of the Music faculty at MVC to exclude MUS-78 from the catalog.*	M

Course Inclusion

ACC-19	Volunteer Income Tax Assistance Training	*By introducing this course, Norco College could provide training and hands-on experience to our students, allowing them to earn college credit while volunteering at the Volunteer Income Tax Assistance (VITA) site. This would also help us become more self-sufficient, reducing our reliance on Community Action Partners (CAP) Riverside for training and volunteers.*	N

Code	Title	Justification	
ACC-19L	Volunteer Income Tax Assistance Tax Preparation	*By introducing this course, Norco College could provide training and hands-on experience to our students, allowing them to earn college credit while volunteering at the Volunteer Income Tax Assistance (VITA) site. This would also help us become more self-sufficient, reducing our reliance on Community Action Partners (CAP) Riverside for training and volunteers.*	N
ACC-819	Volunteer Income Tax Assistance Training	*By introducing this course, Norco College could provide training and hands-on experience to our students, allowing them to earn college credit while volunteering at the Volunteer Income Tax Assistance (VITA) site. This would also help us become more self-sufficient, reducing our reliance on Community Action Partners (CAP) Riverside for training and volunteers.*	N
ACC-819L	Volunteer Income Tax Assistance Tax Preparation	*By introducing this course, Norco College could provide training and hands-on experience to our students, allowing them to earn college credit while volunteering at the Volunteer Income Tax Assistance (VITA) site. This would also help us become more self-sufficient, reducing our reliance on Community Action Partners (CAP) Riverside for training and volunteers.*	N
KIN-38	Stress Management	*Moreno Valley College is in the process of expanding the program and the curriculum and would like to offer KIN 38 Stress Management to our curriculum.*	M

Course Major Modification

Code	Title	Justification	
CIS-38B	Simulation and Gaming/3D Animation for Real-Time Interactive Simulations	*Major Modification; removal of prerequisite. Software and computer animation techniques have been streamlined and simplified since this course was originated. There is no longer a need for CIS 38A as a prerequisite for this course.*	M
CIS-38C	Simulation and Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations	*Major Modification; removal of prerequisite. Software and computer animation techniques have been streamlined and simplified since this course was originated. There is no longer a need for CIS 38B as a prerequisite for this course.*	M

Distance Education

Code	Title		
ELE-10DE	Survey of Electronics		N

ELE-810DE	Survey of Electronics		N

Program Discontinuance - Degree

MUS	Music	*Having both an AA and an ADT in Music was confusing for students and faculty. Because the ADT in Music is more practical and more easily navigable for students, maintaining two Music degrees is not necessary.*	M

Program Discontinuance - Degree & Certificate

GAM	Game Art: Character Modeling	*Several Game Art programs were modified to reflect changes in the game art industry. Any students working toward this certificate have been directed to those programs.*	N
GAM	Game Art: Environments and Vehicles	*Several Game Art programs were modified to reflect changes in the game art industry. Any students working toward this certificate have been directed to those programs.*	N

Program Modification - ADT

EAR	Elementary Teacher Education: Integrated Programs	*There is an updated version of the TMC (Transfer Model Curriculum) and aligning the program to the new template.*	M
HIS	History	*Program modification required, exclusion of honor course HUM-4H, removal of course.*	M
PHI	Philosophy	*Program modification required, exclusion of honor courses HUM-4H and HUM-5H from List B. Added recently approved C-ID cross-listed course HUM-18.*	M

Program Modification - Degree & Certificate

ARE	Architectural Graphics	*DFT-24 has been deleted. ARE-24 will continue to be offered.*	N
ELE	Digital Electronics	*Adding a Survey of Electronics course to the digital electronics program would provide essential foundational knowledge, improve student retention, align with industry needs, and attract a broader audience. By strengthening students' understanding of basic electronics, this course would enhance their ability to succeed in digital electronics and related fields, ultimately supporting the long-term growth of the Engineering Technology program*	N

Frequent Use Resource Links:

- [CCN finalized ASCCC templates](#)
- CCN Sample Template with local district COR content included and labeled – *coming soon*
- [COR Review Tool](#) – checklist for curriculum proposals (and reminder tool for curriculum reviewers)
- COR vs. C-ID vs. CCN – an explainer document – *coming soon*
- [Handbook](#) – RCCD Curriculum Handbook with explanations and checklists
- [Minutes Report Sheet for all proposals and all other **District Curriculum Resources**](#)
- Standardized Attendance Accounting Method (SAAM) tool – *coming soon*
- SAAM affected courses (courses with unit overhang) – *coming soon*

- **[RCC Curriculum page](#)** and multiple other useful **[curriculum resources](#)**