

Riverside City College Curriculum Committee Draft Minutes

<https://www.rcc.edu/about/strategic-planning/tllc/curriculum-committee/resources.html>

March 24, 2026 • 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. Meeting called to order at 2:31pm

Voting Committee Members Present (Highlighting notes term is ending; election needed)	Members Absent
Juan Ahumada , <i>Communication Studies Dept. Rep. (25-27)</i>	Tommy Korn , <i>World Languages Dept. Rep. (25-27)</i>
Tucker Amidon , <i>English & Media Studies Dept. Rep. (25-27)</i>	Doris Namala , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (25-27)</i>
Nicole Banerjee , <i>Articulation Officer</i>	
Madeline Bettencourt , <i>Cosmetology Dept. Rep. (24-26)</i>	Amy Vermillion , <i>Nursing Dept. Rep. (24-26)</i>
Parissa Clark , <i>Economics/Geography/Political Science Dept. Rep. (25-26)***</i>	
Paul Conrad , <i>Business Admin/Info Sys Tech Dept. Rep. (25-27)</i>	
Doug Finfrock , <i>Kinesiology/Athletics Dept. Rep. (25-26)***</i>	
Mark Haines , <i>Dance and Theater Dept. Rep. (24-26)</i>	
Shannon Hammock , <i>Library/Learning Resources Dept. Rep. (25-27)</i>	
Robert Jew , <i>Art Dept. Rep. (25-26)***</i>	
Ryan Joseph , <i>Life Sciences Dept. Rep. (25-27)</i>	
Amber Lappin <i>School of Education and Teacher Preparation Dept. Rep. (24-26; 26-28)</i>	
Karyn Magno , <i>Counseling Dept. Rep. (24-26)</i>	
Skyler Murdock , <i>Applied Technology Dept. Rep. (25-27)</i>	
Brock Russell , <i>Physical Sciences Dept. Rep. (25-26)***</i>	
Marc Sanchez , <i>Mathematics Dept. Rep. (25-27)</i>	
Steven Schmidt , <i>Music Dept. Rep. (25-27); Technical Review Com Chair</i>	
Emily Spencer , <i>Chemistry Dept. Rep. (Spring 26 and 26-28)</i>	
Kweku Williams , <i>Behavioral Science / Psychology Dept. Rep. (25-27)</i>	
Non-Voting Committee Members	
Kelly Douglass , <i>Faculty Chair**, Curriculum Committee (24-26); English</i>	Vacant , <i>RCC Curriculum Programs Coordinator</i>
Lynn Wright , <i>VP of Academic Affairs; Administrative Co-Chair of CC</i>	Vacant , <i>ASRCC Student Representative</i>
Liaisons/Admin/Staff/Guests	
Kristin Nemecek , <i>Dance and Theater faculty member</i>	
Mia Timme , <i>Instructional Department Coordinator, English Media Studies and World Languages; IDC Liaison – standing in for Casandra Greene as minutes taker</i>	
Abigail Uribe , <i>English & Media Studies Dept faculty member</i>	

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.

2. **Approval of the Agenda:** 1st Williams; 2nd Murdock; approved by consensus
The agenda will be reviewed, discussed, and considered for approval.
3. **Approval of Minutes: March 10, 2026:** 1st Amidon; 2nd Williams; approved by consensus
The minutes will be reviewed, discussed, and considered for approval.
4. **Public comment - none**
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. Report from COR webinar that was today from ASCCC:
 1. Curriculum committee is responsible for making sure there is a *process* to include and review equity and inclusion teaching practices and UDL in course outlines of record – not for ensuring and enforcing those course elements
 2. CORs all must have these elements by the 2030 catalog, which means launched by June 2029.
 3. Starting in Fall 2026, all course proposals will have the two new fields in curricunet that will be required and that we will need to review.
 4. There will need to be widespread faculty education beginning with a FLEX kick-off in the fall probably.
 - ii. GEMQ/EPOC ask from Ginger White:
 1. how many hours you spend on committee work for this committee (apparently asking major committees). In the academic year, what is the range of hours you spend on your committee work.
 2. Please consider and have answers we can discuss in April. Committee noted that it could differ depending on size of department and/or number of disciplines in a department, but the prep for meetings reviewing proposals is likely similar. Separate by what you do for committee and what you do for dept.
 3. Question from committee: Will this be used to validate hours for institutional service? Douglass didn't know and will ask.
 - iii. Chair Douglass explained an error she made in summarizing the TOP/CIP transition project to Academic Senate on Monday, March 16: she was asked a follow up question about if after the project is complete we will have both codes or will we be CIP only. Douglass replied both, which is incorrect. Correct answer: *The transition from TOP to CIP codes will result in the use of CIP codes only.*
 - iv. Registration is open for the curriculum institute this July 15-18 in Sacramento.
 1. In the past we have been able to cover about 10 people. It will be more expensive this year because in Sacramento so more flight and hotel costs. There is also a virtual attendance option; includes many but not all sessions. Think about if you would like to go and what you would get out of it. In person attendance really is beneficial, especially if there are

specific questions, projects, or initiatives you want to learn about and contribute to.

2. Interested at this time: Chair Douglass, TR Chair Schmidt, AO Banerjee, unknown new program coordinator; Reps. Conrad, Lappin, Magno, Spencer (8)
- b. Articulation Officer – Nicole Banerjee – no report
 - c. Curriculum Coordinator – *Vacant* - Mia Timme shared message from Curriculum Analyst Casandra Greene:
 - i. Dr. Greene sent an email on March 11 at 9:22am regarding program discontinuances and the need to let her know if you will have a program that needs to be part of the Task Force assembling to review all discontinuance proposals (looking at 2nd week in May for convening). Please respond to her.
 - ii. The 26-27 Catalog has been published. (YAY!)
 - d. Tech Review Chair – Steven Schmidt
 - i. Demonstrated how to look up curricunet roles like department chair and discipline lead: look up a recent proposal and then check approval history for names
 - ii. Video demonstrating how: <https://youtu.be/kEAIAG9Msys>
 - e. Academic Standards – Brock Russell – no report
 - f. VPAA – Lynn Wright
 - i. Reiterated Curriculum Institute as valuable
 - ii. CIP/TOP transition project thanks and appreciation to Casandra Greene and Bryan Medina for being on top of this. Look for the email in April around end of spring break for info on discrepancies – will come from Tech Review email account
 - iii. ADA Compliance district-wide for all digital materials by April 26-ish. Can not publish anything that is not ADA compliant to website or social media.
 - iv. Look for ISER, read it share it; going to Senate in April, final approval in May.
 - v. Catalog is published
 - vi. Legislative items still ongoing; bringing more information to April meeting.
 - vii. DE certification options coming from Dr. Wright, Senate, and DE committee chair James Rocillo. @one classes are first come first serve. Deadline is June 30th for those needing certification – courses filling up quickly.
 - g. ASRCC Representative – *Vacant* – no report
 - h. SAAM-related tips from the disciplines - none
 - i. Equity-Minded Curriculum
 - i. Behavioral Science Department meeting to find funds to investigate using chatgptzero, to use as an equitable tool for how questions are written to students and learn how to use the technology to be better educators to our students. End goal is better communication for students.

- ii. The OERI (Open Education Resource Initiative) through ASCCC keeps readings lists organized by course C-ID: <https://asccc-oeri.org/open-educational-resources-by-c-id/>
7. Curriculum Policy & Procedure:
 - a. June 5 deadline – please remind frequently!
 - b. Please share rep election results as they happen; Chair Douglass heard in another meeting that contract negotiations will be wrapped up by or around spring break, so we probably will have information about release time for curriculum chair role and can have elections after that.
8. Open Forum – no items
Discussion forum provided for members of the committee to clarify points on agenda items or request an item be added to a future agenda.
9. Next Meeting: April 28, 2026
10. Meeting adjourned at 3:44pm

Action Items:

1. **Technical/Proofreading edits** from shared spreadsheet – *list ONLY items that are technical/grammar edits and require NO discussion to fix – p. 5*
2. **Modifications**
 - a. Course Major Modifications: pg. 5
 - b. Course Exclusion related to Program Modification: pg. 5
 - c. Program (Certificate/Degree) Modifications: pg. 5-6
3. **RCC Catalog Additions/Removals:** Course Deletions: pg. 6
4. **New Curriculum**
 - a. New Courses: pg. 6-8
 - b. New Programs (Certificates/Degrees): pg. 8
5. **Curriculum System Changes:** Distance Education: pg. 8-9

Information Items: Course Minor Modifications for RCC: pg. 9-10

Information Items: All Information and Action Items for MVC and NC: pg. 10-13

1. Course Deletions
2. Course Exclusions
3. Course Inclusions
4. Course Major Modifications
5. Course Minor Modifications
6. Program Discontinuance

Attachments: March 10 draft minutes and related March 10 attachments

Action Items:

Motion to approve technical edits noted on public spreadsheet: 1st Conrad; 2nd Amidon; approved unanimously

COURSE MAJ	<u>ENP-871</u>	Solopreneurship	FALSE	TRUE	FALSE	need to add in textbooks the 2020 OpenStax from ENP-71
COURSE NEW	<u>PHO-32</u>	Practical Visual Effects for Photography	FALSE	TRUE	FALSE	in prereq section, remove the last "or" after PHO-20

Proposal Link	Long Title	Rationale	Campus	CCRIV Decision
Course Major Modification				
Motion to approve major modifications: 1st Murdock; 2nd Williams; approved unanimously				
<u>ANT-10</u>	Forensic Anthropology	<i>We are adding course objectives, updating SLOs to work with the course objectives, and modernizing the textbook choices</i>	MNR	Approved
<u>CIS-70A</u>	Foundations of Data Science	<i>SAAM modifications for Lecture/Lab Hours - 54/18 to 45/27</i>	MR	Approved
<u>ENP-71</u>	Solopreneurship	<i>This proposal is being submitted to add an advisory to the COR.</i>	MNR	Approved
<u>ENP-871</u>	Solopreneurship	<i>This proposal is being submitted to add an advisory to the COR.</i>	MNR	Approved
<u>MATH-70A</u>	Foundations of Data Science	<i>Update COR to reflect lecture and lab hour changes.</i>	MNR	Approved
Course Exclusion - related to ADT modifications				
Motion to approve course exclusion and the two SJS ADT modifications: 1st Haines; 2nd Amidon; approved unanimously				
<u>POLS-20</u>	Latin American Politics	<i>At RCC, we feel that POLS 2 (Comparative), offered each semester and taught by our new faculty dedicated to that course, covers these specialized topics. We also don't want students to become confused between POLS 20 Latin American Politics and the high demand POLS 21 Latinx politics. POLS 22, Politics of the Middle East, has never been taught at RCC before. These courses are occasionally taught at MVC and Norco so we need to go the exemption route.</i>	R	Approved
Program Modifications - ADT				
<u>SJS</u>	Social Justice Studies: Chicano Studies	<i>Removal of POLS-20 from electives; Course has been deleted.</i>	R	Approved

<u>SJS</u>	Social Justice Studies: Ethnic Studies	<i>Removal of POLS-20 from electives; Course has been deleted.</i>	R	Approved
Course Deletions				
<i>Motion to approve WKX 201 Course Deletion: 1st Williams; 2nd Joseph; approved unanimously</i>				
<u>NXN-81</u>	Introduction to Critical Care Nursing	<i>There is no longer a need for this course. The course has not been offered in several years. Held since December 9 meeting to wait for program discontinuance; happening this semester.</i>	R	Hold to wait for program discontinuance
<u>WKX-201</u>	General Work Experience	<i>This course is being deleted because the Title 5 amendments detailed in the August 30, 2023 Chancellor's Office memo, the need to have occupational work experience move through the specific disciplines in which it is offered, and the existence of WKX 200, there is no longer a need for WKX 201.</i>	MNR	Approved
New Courses				
<i>Motion to approve holding the three CIS New Courses and related DE Proposals and Program until the April 28 meeting when the committee will vote. CIS originator will be invited; committee reminded to review materials again for a vote: 1st Lappin; 2nd Murdock; approved unanimously</i>				
<i>Motion to approve remaining New Courses: 1st Hammock; 2nd Williams</i>				
<i>Discussion of issues with PHO courses especially with awareness that these are New Courses we want to see go through with correct language and formatting:</i>				
<ul style="list-style-type: none"> • <i>PHO 24, 25, 30: Unclear if SLO is requiring students to show competency for all equipment types listed; if not should say "which may include" instead of "including but not limited to"</i> • <i>PHO 24 and 25: word missing in MoE first bullet</i> • <i>PHO 30, 31, 32, 33, 38: "Understand" as a verb in SLOs</i> • <i>PHO 66: SLO 1 language needs to be course specific</i> 				
<i>Amended motion to remove PHO courses and hold for contact with originator and clean up.</i>				
<i>Amended motion to approve NNA courses passes; NNA courses approved unanimously.</i>				
<u>CIS-910</u>	Introduction to Canvas: Essentials for Online Learning	<i>This course is the first of three in a series leading to a non-credit certificate. It has been developed to help students become proficient in navigating and utilizing the platform's features effectively. As Canvas is widely used for managing course materials, assignments, and course navigation, a foundational understanding is essential for academic success. Courses originally held at November 13 meeting because college committee wanted to ask for more info from originator (primarily why it is a three-course series); held again at December 9 meeting with repeated request for origina-</i>	R	Hold until vote at April 28 meeting

		<i>tor to join committee. Ongoing concern about three course series with additional concern that content divisions were even more a concern given that there are DE addenda for the courses; material in the third course seems necessary for students in the first course if taking online. Second recommendation to re-organize. Request to hold for originator to attend March 24 meeting.</i>		
<u>CIS-911</u>	Intermediate Canvas: Communicating and Interacting in Canvas	<i>This course is the second of three in a series leading to a non-credit certificate. It has been developed to help students become proficient in navigating and utilizing the platform's features effectively. As Canvas is widely used for managing course materials, assignments, and course navigation, a foundational understanding is essential for academic success. See above</i>	R	Hold until vote at April 28 meeting
<u>CIS-912</u>	Advanced Canvas: Assignments and Quizzes	<i>This course is the second of three in a series leading to a non-credit certificate. It has been developed to help students become proficient in navigating and utilizing the platform's features effectively. As Canvas is widely used for managing course materials, assignments, and course navigation, a foundational understanding is essential for academic success. See above</i>	R	Hold until vote at April 28 meeting
<u>NNA-880</u>	Nursing Assistant Training Program (NATP)	<i>To offer a non-credit option</i>	R	Approved
<u>NNA-881</u>	Certified Home Health Aide	<i>To provide a non-credit option.</i>	R	Approved
<u>NNA-886</u>	Acute Care Nurse Assistant	<i>To provide a non-credit option</i>	R	Approved
<u>PHO-24</u>	Creative Drone Photography	<i>This class will teach students to creatively analyze and make creative drone images using professional drone standards.</i>	R	Hold
<u>PHO-25</u>	Drone Photography for Public Service	<i>This drone photography course will teach students skills and protocols needed for drone photography skills and strategies in public service sectors.</i>	R	Hold
<u>PHO-30</u>	Storytelling and Composition in Photography	<i>This class will teach students how to professionally analyze composition in their photography and add narrative to their images.</i>	R	Hold

<u>PHO-31</u>	Photography Presentation and Gallery Prep	<i>This course will teach students how to professionally prepare their final images for presentation to the public.</i>	R	Hold
<u>PHO-32</u>	Practical Visual Effects for Photography	<i>This course will prepare students to use visual effects in their photography to creatively enhance photographs before they reach post production.</i>	R	Hold
<u>PHO-33</u>	Food and Product Photography	<i>This course will teach students how to professionally photograph food and products for small businesses.</i>	R	Hold
<u>PHO-38</u>	Creative Photography	<i>This course will teach students how to look at the photographic image with a creative approach and a technical background and understanding.</i>	R	Hold
<u>PHO-66</u>	Self-Promotion For Photographers	<i>This course will teach students how to professionally promote themselves in the field of photography.</i>	R	Hold

New Program – ADT

Motion to approve new MAG ADT and two NNA non-credit Certificates: 1st Conrad; 2nd Hammock; approved unanimously

<u>MAG</u>	Hospitality Management	<i>To create alignment with the ADT for Hospitality Management at California State University San Bernardino.</i>	R	Approved
------------	------------------------	---	---	-----------------

New Program - Non-Credit Certificate

<u>CIS</u>	Canvas Skills Mastery: From Basics to Advanced	<i>The Canvas Skills Mastery noncredit certificate will equip learners with essential skills to effectively navigate and utilize Canvas for academic success. As the primary platform for web-enhanced, hybrid, and online instruction, mastering Canvas ensures students can fully engage with course materials, submit assignments, and communicate with instructors and peers. This program courses enhance digital literacy and fosters independence in managing learning in an increasingly technology-driven educational environment. Linked to courses currently on hold.</i>	R	Hold until vote at April 28 meeting
<u>NNA</u>	Non-Credit Acute Care Nursing Assistant	<i>Created new non-credit courses and program to provide students with options.</i>	R	Approved
<u>NNA</u>	Non-Credit Home Health Aide	<i>Created new non-credit courses and program to provide students with options.</i>	R	Approved

Distance Education Proposals

Motion to approve ADM 66DE: 1st Murdock; 2nd Joseph; approved unanimously

<u>ADM-66DE</u>	Visual Storytelling	<ul style="list-style-type: none"> • Held at November 13 RCC CC to request changes to MOI and MOE sections [Re-revised proposal uploaded in CurricUNET with December 1 date in title]; • proposal held again at December 9 meeting after discussion that MOI and MOE while more detailed are still not related in a clear way to the ADM discipline and course – needs to be more specific. • Further discussion at March 10 meeting: RSI section has empty box at the end, but also discussion of RSI refers to student-to-student interaction; needs faculty to student interaction; assignment feedback and instructor facilitating discussion; weekly check in meetings for regular substantive contact 	R	Approved
<u>CIS-910DE</u>	Introduction to Canvas: Essentials for Online Learning	<i>Linked to courses currently on hold.</i>	R	Hold until vote at April 28 meeting
<u>CIS-911DE</u>	Intermediate Canvas: Communicating and Interacting in Canvas	<i>Linked to courses currently on hold.</i>	R	Hold until vote at April 28 meeting
<u>CIS-912DE</u>	Advanced Canvas: Assignments and Quizzes	<i>Linked to courses currently on hold.</i>	R	Hold until vote at April 28 meeting

Information Items: RCC Minor Modifications

Course Minor Modification

<u>ASL-22</u>	American Deaf Culture	<i>ASL 22 has been updated with minor modifications to maintain currency, inclusivity, and alignment with program and transfer goals. The new, updated textbook and supplementary resources support course objectives, while instructional and evaluation methods ensure student engagement and success.</i>	MR	
<u>ENP-50</u>	Introduction to Entrepreneurship	<i>Reviewed; No Updates Needed</i>	MNR	
<u>ENP-51</u>	Entrepreneurship Basics	<i>Reviewed; No Updates Needed</i>	MNR	
<u>ENP-52</u>	Starting a Business with Limited Resources	<i>Reviewed; No Updates Needed</i>	MNR	
<u>ENP-801</u>	Facebook for Business	<i>Reviewed; No Updates Needed</i>	NR	

<u>ENP-802</u>	Pinterest and Instagram for Business	<i>Reviewed; No Updates Needed</i>	NR	
<u>ENP-803</u>	YouTube for Business	<i>Reviewed; No Updates Needed</i>	NR	
<u>ENP-804</u>	Twitter for Business	<i>Reviewed; No Updates Needed</i>	NR	
<u>ENP-805</u>	LinkedIn for Business	<i>Reviewed; No Updates Needed</i>	NR	
<u>ENP-850</u>	Introduction to Entrepreneurship	<i>Reviewed; No Updates Needed</i>	MNR	
<u>ENP-851</u>	Entrepreneurship Basics	<i>Reviewed; No Updates Needed</i>	MNR	
<u>ENP-852</u>	Starting a Business with Limited Resources	<i>Reviewed; No Updates Needed</i>	MNR	

Information Items: MVC and NC Action Items for March 24, 2026

Course Deletions

<u>CIS-897A</u>	Windows Operating System and Internet Literacy	<i>Course has not been offered in the last three years. The course is on the sunset list and needs to be deleted.</i>	M	
<u>CIS-897B</u>	Linux Operating System and Internet Literacy	<i>Course has not been offered in the last three years. The course is on the sunset list and needs to be deleted.</i>	M	
<u>CIS-897C</u>	Mac Operating System and Internet Literacy	<i>Course has not been offered in the last three years. The course is on the sunset list and needs to be deleted.</i>	M	

Course Exclusions

<u>CIS-834</u>	Historical Perspective: Napier to Torvalds	<i>Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.</i>	M	
<u>CIS-835</u>	Foundational Approach: Word Problems to Work Flow	<i>Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.</i>	M	
<u>CIS-836</u>	Computational Tools: Calculators to Spreadsheets	<i>Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.</i>	M	

<u>CIS-837</u>	Boolean Formulation: Logic to Relationships	<i>Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.</i>	M	
<u>CIS-838</u>	Pseudocode and Flowcharts: Descriptive to Visual	<i>Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.</i>	M	
<u>CIS-839</u>	Tools of the trade: IDE's to Backup	<i>Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.</i>	M	
<u>PDS-814</u>	Closing Techniques That Win the Sale	<i>These courses have not been offered at MVC for several years (in some cases, not at all), and the department has no plans to offer them in the foreseeable future.</i>	M	
<u>PDS-815</u>	Winning Sales Scripts	<i>These courses have not been offered at MVC for several years (in some cases, not at all), and the department has no plans to offer them in the foreseeable future.</i>	M	
Course Inclusions				
<u>ACC-40</u>	Accounting for Managers	<i>Accounting for Managers is a recently developed and approved course that needs to be added to the Accounting Concentration degree and certificate.</i>	N	
<u>ACC-68</u>	Taxation of Business Entities and Fiduciaries	<i>Taxation of Business Entities and Fiduciaries is a recently developed and approved course that needs to be attached to the Accounting Concentration degree and certificate.</i>	N	
Course Major Modifications				
<u>MDA-100</u>	Medical Assisting Externship	<i>To update requisites.</i>	M	
<u>MDA-58A</u>	Medical Transcription/Health Documentation	<i>Removal of CAT-30 which is being excluded from the MVC catalog and substituting ENGL-C1000.</i>	M	
Course Minor Modifications				

<u>ARE-35</u>	History of Architecture-Beginnings through Gothic	<i>To update the course materials with current editions</i>	N	
<u>ARE-36</u>	History of Architecture: Renaissance to Modern	<i>To update the course materials with current editions</i>	N	
Program Discontinuance - Non-Credit Certificates				
<u>CIS</u>	Coding Prep	<i>There are insufficient resources to realistically support the Program at a sufficient level of quality and the Program has experienced either consistent low enrollment (an average of 50% or more below maximum seat load capacity for courses in the Program over four consecutive semesters) or statistically significant declining Program persistence and completion rates each semester for four semesters, as evidenced by reliable, longitudinal data.</i>	M	
<u>CIS</u>	Operating Systems and Internet Literacy	<i>There are insufficient resources to realistically support the Program at a sufficient level of quality and the Program has experienced either consistent low enrollment (an average of 50% or more below maximum seat load capacity for courses in the Program over four consecutive semesters) or statistically significant declining Program persistence and completion rates each semester for four semesters, as evidenced by reliable, longitudinal data.</i>	M	
<u>PDS</u>	Sales Techniques	<i>There are insufficient resources to realistically support the Program at a sufficient level of quality and the Program has experienced either consistent low enrollment (an average of 50% or more below maximum seat load capacity for courses in the Program over four consecutive semesters) or statistically significant declining Program persistence and completion rates each semester for four semesters, as evidenced by reliable, longitudinal data.</i>	M	

Frequent Use Resource Links:

- [CCN finalized ASCCC templates](#)
- [CCN Sample Template with local district COR content included and labeled](#)
- [COR Review Tool](#) – checklist for curriculum proposals (and reminder tool for curriculum reviewers)
- [COR vs. C-ID vs. CCN](#) – an explainer document
- [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](#)
- [SAAM affected courses \(courses with unit overhang\)](#)

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