Riverside City College
Curriculum Committee Approved Minutes
September 13, 2016, Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Kelly Douglass**, *English & Media Studies*	**Paul Conrad**, *Computer Science/CSE*
	Gerard Forlenza, *History/Philosophy/Humanities*	**Renee Neal**, *Cosmetology*
☑	**Nancy Gall**, *Applied Technology*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Articulation Officer*	
	Robert Jew, *Art*	
	Elena Kobzeva, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Ajene Wilcoxson**, *Business Admin/Info Sys Tech*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 3pm.

B.   The **agenda** was approved (Gall/Schmidt/Unanimous).

C.   The **minutes** of May 25, 2016 were approved (Vermillion/Phelps/Unanimous).

E.   **Open Hearing:** No items discussed.

D.   **Announcements:**

- New membership and guest introduction.

- New Administrative and support personnel this academic year.

In accordance with the Ralph M. Brown Act and SB 751, minutes of the RCC Curriculum committee record the votes of all committee members as follows. (1) Members recorded as absent are presumed not to have voted; (2) the chair votes only to break a tie; (3) names of members voting in the minority or abstaining are recorded; (4) all other members are presumed to have voted in the majority.

- o Dennis Anderson (Interim Vice Chancellor, Educational Services).

- o Heather Edberg (District Instructional Support Coordinator)

- o Rolando Regino (Dean of Open Campus)

  - Rolando will coordinate with Dennis Anderson during transition to META, and serve as curricular expert and liason to new Vice Chancellor of Educational Services.

F. **Curriculum Policy & Procedure:**

- Steven Schmidt (Curriculum and META transfer update):
  - o META is in final beta testing.
    - There will be one more "refresh" with CurricUNET prior to its launch.
  - o When META is ready to be launched, CurricUNET will be shut down for a few days, during the transition.
    - During this time, all existing curriculum on META will be erased, and replaced with existing curriculum on CurricUNET.
  - o Currently:
    - CurricUNET is active. All curricular activities can be conducted through CN.
    - META can be viewed at any time, and has outlines and existing proposals available.
    - All materials on META can be "practiced with," however, nothing that is done on META currently will remain as changes. All changes in META (currently) will be erased during the final transition.
      - This gives faculty a chance to work with the META version of CurricUNET, without fear of harming any curriculum.
    - When CurricUNET is "frozen" all activity will be transferred to META, and at that time only META can be used to modify or create curriculum.
  - o For access to META:
    - Go to www.sandbox.curricunet.com
      - Enter your email address (i.e. John.Smith@rcc.edu). This is your username.
      - There is a default password (enter "fast").
        - o Once META transitions, your current password will be active.
    - Steven Schmidt has compiled a list of helpful information. (see attached)

G. **Approval Items**

1. New Courses: None.
2. New Stand Alone Courses: None.
3. Course Inclusions: None.
4. Distance Education: None.
5. Minor Course Modifications: None.
6. Major Course Modifications: None.

7. Course Exclusions: None.
8. Course Deletions: None.
9. New State Approved Certificates/Degrees: None.
10. State/Locally Approved Certificate/Degree Modifications: None.
11. State Certificate/Degree Deletions: None.

Information Items:

1. New Courses: None.
2. New Stand Alone Courses: None.
3. Course Inclusions: None.
4. Distance Education: None.
5. Minor Course Modifications: None.
6. Major Course Modifications: None.
7. Course Exclusions: None.
8. Course Deletions: None.
9. New State Approved Certificates/Degrees: None.
10. State/Locally Approved Certificate/Degree Modifications: None.
11. State Certificate/Degree Deletions: None.

The meeting was adjourned at 410pm.

Riverside City College
Curriculum Committee Approved Minutes
September 27, 2016 Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Kelly Douglass**, *English & Media Studies*	**Paul Conrad**, *CSCI*
	Gerard Forlenza, *History/Philosophy/Humanities*	**Lisa Contreras**, *Counseling*
	Nancy Gall, *Applied Technology*	**James Gregg**, *CIS*
☑	**Shannon Hammock**, *Library/Learning Resources*	**Jessica Harmon**, *ASRCC guest*
	Mark Haines, *Dance/Theater*	**Nigel Item**, *ASRCC guest*
	Judy Haugh, *Articulation Officer*	**Renee Neal**, *Cosmetology*
☑	**Robert Jew**, *Art*	**Lori Reta-Piearson**, *Cosmetology*
☑	**Elena Kobzeva**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Ajene Wilcoxson**, *Business Admin/Info Sys Tech*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 3pm.

B.   The **agenda** was approved (Vermillion/Schmidt/Unanimous).

C.   The **minutes** of September 13, 2016 were approved (Vermillion/Boshara/Unamimous/2 abstentions) with minor corrections.

E.   **Open Hearing:**

- One of our student guests expressed concern over courses offered during college hour. She stated that there are students who would like to become more involved in campus student activities, but because they are enrolled during courses offered at that time, they are unable to participate. The committee thanked her for her concern, and the chair stated that he would raise these concerns at the Academic Senate on their behalf.

D.   **Announcements:**

- Minutes for Technical Review and District Curriculum Committee are updated and posted:
  - http://www.rccd.edu/administration/educationalservices/Pages/Curriculum.aspx

F.   **Curriculum Policy & Procedure:**

- Update on residency:
    - The chair updated the committee on the issue of "residency" within the District, as a follow-up to this committee's work on this subject in the Spring 2016 semester.
    - The District Academic Senate tasked the Academic Standards Committee on developing possible changes to the residency policy. Standards recommended lowering residency from 15 to 12 units. Both Moreno Valley and Norco AS have voted to reduce residency. Riverside has not voted on this issue as of yet.
    - According to what the chair was told by the President of the Norco Senate (and District AS chair during the 2015-16 school year), reasons behind this reduction in units centered on, what was believed to be, statute requirements for this 12-unit limit (in both AB1440 and Title 5 Section 55063). Based on these arguments, both Moreno Valley and Norco AS have voted to reduce residency to 12 units.
    - Chair noted that curriculum had tackled these issues in-depth last school year, and at no time was the CC consulted by the AS or by Academic Standards.
    - Chair expressed concerns regarding the lack of communication between all three groups.
    - Chair expressed concerns regarding the perceived mandates – if MV/N Senate's voted to reduce residency were based on the argument that statue forbid 15-units, then logically our policy needed to be modified to 12 units. However, chair noted that nowhere within AB 1440 is residency addressed, and Title 5 Section 55063 (below) sets the *mimimum* units of residency at 12:
        - *"The required 60 semester or 90 quarter units of course work must be fulfilled in a curriculum accepted toward the degree by a college within the district (as shown in its catalog). It must include at least 18 semester or 27 quarter units in general education and at least 18 semester or 27 quarter units in a major or area of emphasis as prescribed in this section. Of the total required units, at least 12 semester or 18 quarter units must be completed in residence at the college granting the degree. Exceptions to residence requirements for the associate degree may be made by the governing board when it determines that an injustice or undue hardship would be placed on the student."*
    - Chair expressed concerns regarding this topic based on perceived mandate requirements, which in fact do not exist.
    - Chair noted the need for continued communication, and will update the Riverside CC.

- META migration timeline:
    - Steven Schmidt updated the CC on the timeline for the META migration.
        - This calendar week, CurricUNET "New Proposal" and "Launch" features will be disabled. This will prevent any new curricular activity from being initiated.
        - Thus far, data migration into META looks good, and will continue through the weekend.

- On the "course proposal side" of META, everything looks good at this point.
- On the "DE proposal side" of META, there are still some minor changes needed, but these can be done within META without causing further delay in META going "live" next week.
  - Steven gave a handout to the CC members, for consideration to possible changes within META and our DE proposals.
- META is scheduled to go "live" on Tuesday, October 4, 2016.
  - After this point, CurricuNET will no longer be functional.
  - After this point, the "sandbox" version of META will still be able to be used as a training tool, as in its current state.

- Biology 20
  o Chair introduced the course BIO 20 for discussion on its designation of "extensive preparation" laboratories. Prior to any motion, questions were fielded and discussion ensued regarding the "general idea" of what differing contractually defined lab designations were, how they are outlined in the Faculty Contract, and what the process is for approval.
  o During the discussions, the CC asked the Biology department for documentation on its recommendation, and a brief explanation on the proposed lab designation.
  o Chair noted that this course will be placed on the next agenda for action.

- CTE COR Review Cycle
  o The topic of the two-year requirement for CTE programs to update curriculum was brought up, and discussed on a superficial level.
  o Several faculty expressed the desire to streamline the process.
  o Note:
    - After the meeting, the chair received several emails regarding the wishes to streamline this process.
    - As a reminder, CTE programs are required to review not only their programs every two years, but also to make sure that the course outlines are updated as well. There is no requirement that outlines must be modified every two years. The only expectation is that the discipline faculty regularly examine whether their COR's satisfy the needs of the CTE programs. If the COR's don't need any changes (minor or major modifications), then there is no requirement that the COR's must be modified.

G.   **Approval Items**

12. New Courses: None.
13. New Stand Alone Courses: None.
14. Course Inclusions: None.
15. Distance Education: None.

16. Minor Course Modifications: None.
17. Major Course Modifications: None.
18. Course Exclusions: None.
19. Course Deletions: None.
20. New State Approved Certificates/Degrees: None.
21. State/Locally Approved Certificate/Degree Modifications: None.
22. State Certificate/Degree Deletions: None.

23. KIN V26 (Song/cheerleading) (Douglas/Phelps/Unanimous)
    a. Modify the Course Outline of Record for KIN V26 from 3 to 2 units.
        i. This course has a discrepancy on its course outline of record, showing 108 hours of laboratory, but also showing 3 units of credit.
        ii. Chair noted that this is a clerical issue, and that this would be taken to the District CC for discussion. Although this is a Riverside only course, as a courtesy, chair will allow the DCC to discuss whether this clerical change is acceptable, or if the course needs a major modification.

Information Items:

12. New Courses: None.
13. New Stand Alone Courses: None.
14. Course Inclusions: None.
15. Distance Education: None.
16. Minor Course Modifications: None.
17. Major Course Modifications: None.
18. Course Exclusions: None.
19. Course Deletions: None.
20. New State Approved Certificates/Degrees: None.
21. State/Locally Approved Certificate/Degree Modifications: None.
22. State Certificate/Degree Deletions: None.

The meeting adjourned at 4pm.

Riverside City College
Curriculum Committee Approved Minutes
October 11, 2016 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Kelly Douglass**, *English & Media Studies*	**Paul Conrad**, *CSCI/CSI*
	Gerard Forlenza, *History/Philosophy/Humanities*	**Lisa Contreras**, *Counseling*
☑	**Nancy Gall**, *Applied Technology*	**Jessica Harmon**, *ASRCC Representative*
	Shannon Hammock, *Library/Learning Resources*	**Lori Reta Piearson**, *Cosmetology*
☑	**Mark Haines**, *Dance*	
	Judy Haugh, *Articulation Officer*	
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
	Eddie Perez, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
	Steve Schmidt, *Music*	
	Amy Vermillion, *Nursing Education*	
☑	**Ajene Wilcoxson**, *Business Admin/Info Sys Tech*	
☑	**Shari Yates**, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 305 pm.

B. The **agenda** was approved with minor corrections (Gall/Haines/Unanimous).

C. The **minutes** of September 27, 2016 were approved with minor corrections (Sanchez/Kobzeva/passed with Gall/Lowden abstain).

E. **Open Hearing:**

- In META, one observation was that "course comparison reports" were not readily available, for committee members. Chair noted that this will be addressed, in order to make this important tool available.

- Committee members noted that on META, "active" course outlines of record were not available for public access. Chair noted that this issue has been raised at the District Curriculum Committee, and is currently being addressed.

- Note: Having current COR's is a legal mandate which the District is obliged to provide to the general public. Currently, active COR's are available on the older version of CurricUNET. There will be search features placed onto the welcome page for META.

- Discussion on the importance of Course Content and Student Learning Outcomes.

  - Course content is the basis of the course outline. Discussion on content topics and sub-topics, and the need for both defined content as well as flexibility for teaching the courses.

  - Student Learning Outcomes is the basis for course and program assessment, where course content/methods of instruction and evaluation all form the basis of student course assessment, as part of overall course assessment.

- Discussion on the process to propose honors courses, which include discipline discussion with the Honors Advisory Counsel and course proposal justification.

- On many course outlines within META, there are messages referring to "server error application" and "runtime" issues.

D. **Announcements:** None.

F. **Curriculum Policy & Procedure:**

- Biology 20 (Plants and Human Affairs) Lab Designation.

  - The lab designation for this course was postponed until this meeting for consideration.

  - Chair provided department and discipline approval on course lab extensive-prep support.

  - General consensus amongst committee for further description on its justification.

  - Chair will contact proposing faculty for short written description on this course lab component, for the Curriculum Committee's clarification.

  - This course will be placed onto the next Curriculum Committee agenda for final consideration.

G. **Approval Items**

24. New Courses: None.
25. New Stand Alone Courses: None.
26. Course Inclusions: None.
27. Distance Education: Motion to approve the following DE courses (Gall/Phelps).

Course	Title	Location	Comment

Course	Title	Location	Comment
These courses have been proposed for hybrid format only.			
ACC 61	Cost Accounting.	NR	**Postponed to next CC meeting.**
ACC 66	Non-Profit and Governmental Accounting	NR	**Postponed to next CC meeting.**

Motion to postpone the approval of ACC 61 and ACC 66 DE Proposals (Wilcoxson/Haines/Unanimous) until the next Curriculum Committee meeting. This was done to allow work on the justification proposals for these two courses.

28. Minor Course Modifications: None.
29. Major Course Modifications: Major Mods were partitioned for clarification on courses.

Motion (Haines/Douglas/Unanimous) to approve the following Major Course Modification:

Course	Title	Location	Comment
ADJ 6	Patrol Procedures	NR	**Course modification approved.**

Motion (Phelps/Wilcoxson) to approve the following Major Course Modifications:

Course	Title	Location	Comment
AUT 41	Ford Advanced Electronics MLR	R	**Modification failed for further review.**
AUT 43	Ford Automotive Brakes	R	**Modification failed for further review.**
AUT 44	Ford Alignment, Steering and Suspension	R	**Modification failed for further review.**
AUT 50	Automotive Principles	R	**Modification failed for further review.**
AUT 51A	Internal Combustion Engines (Upper)	R	**Modification failed for further review.**
AUT 53A	Automotive Chassis and Alignment	R	**Modification failed for further review.**
AUT 53B	Automotive Brakes	R	**Modification failed for further review.**
AUT 54	Automotive Electrical Systems	R	**Modification failed for further review.**
AUT 55A	Automotive Automatic Transmission Trans-axles	R	**Modification failed for further review.**
AUT 55B	Automotive Manual Drivetrain Systems	R	**Modification failed for further review.**
AUT 57	Automotive Heating and Air Conditioning	R	**Modification failed for further review.**

Motion on above courses failed (unanimous) for all courses. There were several courses where the COR's seemed acceptable, but in most courses there are missing linkages in entry skills and prerequisite courses. Chair will contact proposing faculty to work on course outlines, and place courses on future Curriculum agenda when ready.

Motion (Wilcoxson/Phelps/Unanimous) to approve the following course major modifications:

Course	Title	Location	Comment
ENE 10	Introduction to Engineering.	NR	**Course modification approved.**
MUS 30	Class Voice	MNR	**Course modification approved.**
MUS 57	Gospel Singers	MR	**Course modification approved.**
MUS 70	Guitar Lab Ensemble	MR	**Course modification approved.**
MUS 83	Advanced Chamber Choir	MNR	**Course modification approved.**
NRN 6	Nursing Learning Laboratory	R	**Course modification approved.**
NXN 78	Pharmacology in Clinical Nursing Practice	R	**Course modification approved.**

30. Course Exclusions: None.
31. Course Deletions: None.
32. New State Approved Certificates/Degrees: None.
33. State/Locally Approved Certificate/Degree Modifications: None.
34. State Certificate/Degree Deletions: None.

Information Items:

23. New Courses: None.
24. New Stand Alone Courses: None.
25. Course Inclusions: None.
26. Distance Education: None.
27. Minor Course Modifications: None.
28. Major Course Modifications: None.
29. Course Exclusions: None.
30. Course Deletions: None.
31. New State Approved Certificates/Degrees: None.
32. State/Locally Approved Certificate/Degree Modifications: None.
33. State Certificate/Degree Deletions: None.

The meeting adjourned at 405pm.

Riverside City College
Curriculum Committee Approved Minutes
October 25, 2016, Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	**Lisa Contreras**, *Counseling*
	Jay Boshara, *Economics/Geography/Political*	**Paul Conrad**, *CS/CIS*
☑	**Kelly Douglass**, *English & Media Studies*	**Brandie Greene**, *Life Sciences*
☑	**Nancy Gall**, *Applied Technology*	**Scott Herrick**, *Life Sciences*
☑	**Shannon Hammock**, *Library/Learning Resources*	**Lori Reta Prearson**, *Cosmetology*
	Mark Haines, *Dance*	**Heather Smith**, *Life Sciences*
	Judy Haugh, *Articulation Officer*	**Catherine Thaler**, *Life Sciences*
	Robert Jew, *Art*	**Virginia White**, *Life Sciences*
☑	**Elena Kobzeva**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Paul Richardson**, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
	Ajene Wilcoxson, *Business Admin/Info Sys Tech*	
	Shari Yates, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 305 pm.

B.   The **agenda** was approved, with modifications (Sanchez/Richardson/Unanimous/Phelps not present).

C.   The **minutes** of October 11, 2016 were approved (Sanchez/Kobzeva with Richardson/Schmidt/Vermillion abstaining/Phelps not present).

E.   Extensive Preparation Designation for Biology 20 (Plants and Human Affairs).

- Motion to approve (Sanchez/Richardson/Unanimous) extensive preparation designation passed.

Open Hearing:

- Karyn Magno inquired into possible deadline for inclusion requests for Areas of Emphasis (AOEs).

- It was agreed upon to discuss this deadline at the next curriculum meeting.

- The question about course numbering for new courses.

    - When there is interest in proposing a new course, the first step is to email Heather Edberg (heather.edberg@rccd.edu) to verify a number is available.

    - If the number is available, then the new course proposal can be created using that number.

F. **Announcements:**

- CurricUNET META Training Workshop (Schmidt).
    - Friday, October 28, 2016 (1030am to 12pm); Coil School of the Arts 248.
- ASCCC Curriculum Regional South (Schmidt).
    - Steven Schmidt attended the meeting held at Mt. SAC this last Saturday.
    - Chancellor's Office Update
    - Statewide Curriculum Updates
- PCAH (updated version) is scheduled to be released in December (Schmidt).
    - Chair said that we will attempt to get hard copies for the committee.

G. **Curriculum Policy & Procedure**

- Course Comparison reports in META.
- DE proposal designations within META.
    - When a DE proposal is created within META, META does not recognize a difference between the existing course outline proposal and the DE proposal course outline.
    - It is suggested that when a DE proposal is created to designate the course number followed by "DE."
        - For example, if a hybrid version of Health Science 1 is created, the DE proposal would be designated as "HES 1DE" prior to its launch.
- Curricular issues – courses "stuck" in the process?
    - The loss of people within the college and District who had individual approval authority has caused some proposals to be "stuck" without their review.
    - It was suggested that if faculty discover that their proposals haven't moved forward within the curricular approval process to please let Schmidt or Burchett know via email, so that the proposal can be double-checked and moved forward if appropriate.
- Extra-Institutional Credit

- o Norco College would like to offer extra-institutional learning in their Logistics Management program.
    - The concept of granting academic units or hours towards units for experience outside the classroom was discussed.
- o For example, the awarding of units for previous student work-experience:
    - Possible benefits include military or corporate experience a student has acquired which may suffice, when compared with what certain courses may offer.
- o A question was asked of how this compares with a student "testing out" of a course.
- o There will be more discussion on this topic, but the committee was given the chance to consider the possibilities and ramifications of credit towards academic degrees or programs.
- Border Studies Discipline
    - o Discussion of potential deletion of BOR Health Care Ancillaries (Border Studies) discipline and courses.
        - BOR 31, BOR 32, BOR 33.
        - These courses are currently in existence, with no "ownership" by a discipline or department.
    - o There are a few options:
        - Administratively delete these courses from the District catalog.
        - If another discipline is interested in adopting or incorporating these courses (or topics) the creation of new courses, or major modifications of these existing courses to be adopted.

H. **Approval Items**

35. New Courses: The proposed new courses were partitioned to allow for discussion.

Motion (Douglas/Phelps) to approve the following new course.

Course	Title	Location	Comment
ADJ 22	Legal Aspects of Corrections	MR	Course proposal was post-poned (Phelps/ Schmidt/ Unanimous) to next meeting for revisions. This course is linked to CSU GE, but none of the SLO's have GE linkages.

Motion (Douglas/Phelps/Unanimous) to approve the following new course.

Course	Title	Location	Comment

Course	Title	Location	Comment
ECO 9H	Honors Economics of Poverty and Discrimination	R	Course proposal was approved.

36. New Stand Alone Courses: None.
37. Course Inclusions: None.
38. Distance Education: None.
39. Minor Course Modifications: None.
40. Major Course Modifications: The following major course modifications were partitioned for discussion and consideration.

Motion to approve the following course major modification (Phelps/Schmidt).

Course	Title	Location	Comment
The following course has been modified as part of inclusion process at Moreno Valley.			
ADJ-21	Control & Supervision in Corrections	R	Course proposal was postponed (Phelps/ Schmidt/ Unanimous) to next meeting for revisions. This course is linked to CSU GE, but none of the SLO's have GE linkages.

Motion (Douglas/Phelps/Unanimous) to approve the following major course modifications.

Course	Title	Location	Comment
This course has been modified to update course content and objectives to industry standards.			
AUT 40	Ford Electrical Systems – MLR (Maintenance and Light Repair)	R	Course proposal was approved.
The following course has been modified to update the course description, SLOs, content, MOI/MOE, and materials.			
GUI-48A	College Success Strategies – Study Skills	MR	Course proposal was approved.

41. Course Exclusions: None.
42. Course Deletions: None.
43. New State Approved Certificates/Degrees:

Motion (Phelps/Sanchez/Unanimous) to approve the following new certificate.

Program Name	Location	Comment
Information Security and Cyber Defense	R	Certificate proposal approved.

44. State/Locally Approved Certificate/Degree Modifications: Motion (Phelps/Sanchez/Unanimous) to approve the following certificate modifications.

Program Name	Location	Comment
C++ Programming	R	Proposed certificate modifications approved.
Java Programming	R	Proposed certificate modifications approved.

45. State Certificate/Degree Deletions: None.

Information Items:

1. New Courses:

Course	Title	Location	Comment
FIT-S3B	Firefighter I Academy Skills Review and Certification	M	

2. New Stand Alone Courses: None
3. Course Inclusions:

Course	Title	Location	Comment
Moreno Valley College would like to expand their current administration of justice offerings:			
ADJ-6	Patrol Procedures	M	
ADJ-21	Control and Supervision in Corrections	M	
ADJ-22	Legal Aspects of Corrections	M	
Course is required for the Administrative Office Professional certificate (CE637).			
CAT-98A	Introduction to Excel	M	
This course is required in the Computer Applications degree/certificate:			
CIS-95A	Introduction to the Internet	M	
The following courses are needed to prepare students for transfer and will be part of a new Music ADT.			
MUS-6	Music Theory III	M	
MUS-41	Chamber Singers	N	
MUS-79	Applied Music II	N	
This course will be added to the Graphics Design certificate course offerings.			
PHO-67	Business Practices for Photographers	M	

4. Distance Education: None
5. Minor Course Modifications: None
6. Major Course Modifications:

Course	Title	Location	Comment

Course	Title	Location	Comment
ADJ-C2A	Adult Correctional Office Supplemental Core Course	M	
The following courses are updating phrases in their titles from Uniform Building Code to International Building Code:			
CON-63A	International Building Code	N	
CON-63B	Analysis of Revisions to the International Building Code	N	
The following course is changing the prerequisite to reflect prior completion of or concurrent enrollment in CON-62:			
CON-74	Construction Estimating	N	

7. Course Exclusions: None
8. Course Deletions:

Course	Title	Location	Comment
This course has not been offered for several semesters under the FIT program and EMS will develop a new course to meet future needs. This class will fit better under EMS.			
FIT-E3D	Emergency Medical Technician Continuing Education	M	

9. New State Approved Certificates/Degrees: None
10. State/Locally Approved Certificate/Degree Modifications: None
11. State Certificate/Degree Deletions: None
12. State/Locally Approved Certificate/Degree Inclusions:

Program Name	Location	Comment
Moreno Valley would like to expand their administrative and office offerings.		
Office Assistant	M	
Administrative Office Professional	M	

The meeting adjourned at 430pm.

Riverside City College
Curriculum Committee Approved Minutes
November 8, 2016, Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
	Jay Boshara, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Kelly Douglass**, *English & Media Studies*	**Lisa Contreras**, *Counseling*
☑	**Nancy Gall**, *Applied Technology*	**Paul Conrad**, *CS/CIS*
☑	**Shannon Hammock**, *Library/Learning Resources*	**Travis Goetsch**, *ASRCC Campus Activities Council*
☑	**Mark Haines**, *Dance*	**Renee Neal**, *Cosmetology*
	Judy Haugh, *Articulation Officer*	**Lori Reta Pierson**, *Cosmetology*
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Paul Richardson**, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
	Ajene Wilcoxson, *Business Admin/Info Sys Tech*	
☑	**Shari Yates**, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 305 pm.

B. The **agenda** was approved (Schmidt/Gall/Unanimous).

C. The **minutes** of October 25, 2016 were approved (Phelps/Vermillion/Unanimous).

E. **Open Hearing:**

- Discussion on timelines of approval within the curriculum approval process.
  - Within the approval process, there are certain levels where "holds" are mandatory, and other levels where there are no holds.
  - At levels where "holds" are mandatory, there are defined calendar day holds for adequate time of review.
  - After the discussion, it was decided that Schmidt and Burchett would bring concerns regarding the timelines to the District Curriculum Committee, resolve any clarity issues, and pursue any potential changes.
  - It was suggested that a possible change to the current approved curricular process would be to allow the course outlines to be modified after the course is launched, until after the discipline facilitator "approves" the course. At that point, no further changes could be made. Currently, once a course proposal author launches the course, no changes can be made.

D.   **Announcements:**

- There were no announcements made.

F.   **Curriculum Policy & Procedure:**

- AOE and GE course inclusion/exclusion deadlines.
    - During the last meeting, a discussion on when deadlines for submission of proposed changes to AOE and GE patterns was discussed, and it was decided to postpone any time-line decisions to this meeting.
    - Action Item: Motion/Second (Douglas/Schmidt/Unanimous):
        - February 27, 2017 – Deadline for submission of changes to AOE/GE course list-ing.
        - March 14, 2017 – Curriculum Committee votes on proposed changes on AOE/GE course listing.
- October 28 META workshop.
- Extra-institutional credit discussion.
    - Chair included this topic on this agenda as a follow-up from last meetings discussion.
    - There have been discussions on other colleges about the possibility of offering extra-institutional credit, within certain criteria, for military (or other) experience that may be counted as credit towards degree.
    - Faculty were reminded that this may be an option in the future.
- Schmidt gave an update on META, and on the curricular process, and answered questions.

G.   **Approval Items**

46. New Courses: Motion (Douglas/Phelps to approve this course at the October 25, 2016 meeting. Motion (Phelps/Schmidt/Unanimous) to postpone this course for changes until this meeting).

Course	Title	Location	Comment
ADJ 22	Legal Aspects of Corrections	MR	Course proposal approved.

47. New Stand Alone Courses: None.
48. Course Inclusions: None.
49. Distance Education: None.
50. Minor Course Modifications: None.
51. Major Course Modifications:

The following course was partitioned from the major modifications for discussion:

Motion (Phelps/Sanchez/Unanimous) to approve the following major course modification:

Course	Title	Location	Comment
The following course has been modified as part of inclusion process at Moreno Valley.			
ADJ-21	Control & Supervision in Corrections	R	Course modification approved.

Motion (Richardson/Phelps/Unanimous) to approve the following course major modifications:

Course	Title	Location	Comment
The following course has been modified as part of inclusion process at Moreno Valley.			
ADJ-21	Control & Supervision in Corrections	R	Course modification approved.
The proposals below include the following updates: Course-SLOs, GE-SLOs, advisory to include ENG 80, assignments, textbooks; format corrections; course to be included in FTV-ADT, but no C-ID matching is necessary.			
FST-2	Introduction to Television Studies	R	Course modification approved.
FST-3	Introduction to International Cinema	MR	Course modification approved.
FST-4	Introduction to Film Genres	MR	Course modification approved.
FST-5	Fiction and Film: Adaptation	MR	Course modification approved.
FST-7	History of World Film I: From the Beginning through the 1950's	R	Course modification approved.
FST-8	History of World Film II: From the 1950's to the Present	R	Course modification approved.
The proposals below include the following updates: Updating SLO's, texts, course content (lecture/lab), lab activities.			
ENG-1B	Critical Thinking and Writing	MNR	Course modification approved.
ENG-1BH	Honors Critical Thinking and Writing	MNR	Course modification approved.
The proposals below include the following updates: Updating SLOs, splitting lecture and lab content, and updating texts.			
ENG-60A	English Fundamentals: Sentence to Paragraph	MNR	Course modification approved.
The proposals below include the following updates: Discipline is consolidating and clarifying SLOs and updating COR to reflect State Chancellor's instruction about TBA hours.			
ENG-60B	English Fundamentals: Paragraph to Essay	MNR	Course modification approved.
The proposals below include the following updates: This course will be updated so that the course content reflects the lecture and lab content according to TBA hours requirements and to make other minor refinements in course language.			
ENG-80	Preparatory Composition	MNR	Course modification approved.

52. Course Exclusions: None.
53. Course Deletions: Motion (Richardson/Phelps/Unanimous) to approve the following course deletion:

Course	Title	Location	Comment
FST-6	Screenplay Analysis: The Craft of the Screenplay	R	Course deletion approved.

54. New State Approved Certificates/Degrees: None.

55. State/Locally Approved Certificate/Degree Modifications: None.
56. State Certificate/Degree Deletions: None.

Information Items:

34. New Courses: None.
35. New Stand Alone Courses: None.
36. Course Inclusions: None.
37. Distance Education: None.
38. Minor Course Modifications: None.
39. Major Course Modifications: None.
40. Course Inclusions/Exclusions:

Course	Title	Location	Comment
The courses below are being requested for inclusion at Moreno Valley, in order to offer MVC students a potential career option in Art.			
ART-35A	Beginning Illustration	M	
ART-35B	Intermediate Illustration	M	
The course below is being requested for inclusion at Norco College in order to expand the scope and number of course offerings in Philosophy at Norco College.			
PHI-19	Native American Thought	N	

41. Course Deletions: None.
42. New State Approved Certificates/Degrees: None.
43. State/Locally Approved Certificate/Degree Modifications: None.
44. State Certificate/Degree Deletions: None.
45. Discipline Name Change:

Current Discipline Name	Proposed Discipline Name	Location	Comment
Game Simulation	Game Development	N	

The meeting adjourned at 420pm.

Riverside City College
Curriculum Committee Approved Minutes
November 22, 2016, Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Lisa Contreras**, *Counseling*
☑	**Kelly Douglass**, *English & Media Studies*	**Renee Neal**, *Cosmetology*
☑	**Nancy Gall**, *Applied Technology*	**Lori Reta Pierson**, *Cosmetology*
☑	**Shannon Hammock**, *Library/Learning Resources*	
☑	**Mark Haines**, *Dance*	
☑	**Judy Haugh**, *Articulation Officer*	
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
	Karyn Magno, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Paul Richardson**, *Chemistry*	
	Star Romero, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Ajene Wilcoxson**, *Business Admin/Info Sys Tech*	
☑	**Shari Yates**, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 305 pm.

B. The **agenda** was approved (with one correction) (Haines/Schmidt/Unanimous).

C. The **minutes** of November 8, 2016 were approved (Richardson/Sanchez/Passed with Haines abstained).

E. **Open Hearing:**

D. **Announcements:**

F. **Curriculum Policy & Procedure:**

- Update on META (Schmidt).
    - Schmidt has been working with the program designers at META regarding "hold" issues at level 2, and it seems that problems associated with automatic holds has been resolved.
    - Phelps offered concerns through his experiences with META, regarding formatting of lab materials in course materials, and how inputting of data for date of publication are being reformatted differently. Schmidt and Burchett said they would look into the programming side of META on course materials.

G.   **Approval Items**

57. New Courses: None.
58. New Stand Alone Courses: None.
59. Course Inclusions: None.
60. Distance Education: None.
61. Minor Course Modifications: None.
62. Major Course Modifications: Major course modification approvals were partitioned for discussion on specific courses.

Motion to approve the following course major modifications (Gall/Schmidt/Unanimous):

Course	Title	Location	Comment
The following course has been modified to meet certificate requirements for the proposed Master Technician Certification program. Lecture hour and unit increase was required, as well as other course content. Other modifications to COR were made to update all sections.			
AUT-41	Ford Advanced Electronics	R	Course modification was approved.
The following course has been modified due to significant technological advancements in the automotive industry.			
AUT-43	Ford Automotive Brakes	R	Course modification was approved.
The following courses have been modified to update the CORs.			
AUT-51A	Internal Combustion Engines Rebuilding, Gas and Diesel (Upper End)	R	Course modification was approved with formatting modification in SLO#1.
AUT-53B	Automotive Brakes	R	Course modification was approved.
AUT-54	Automotive Electrical Systems	R	Course modification was approved.
AUT-55A	Automotive Automatic Transmission/Transaxles	R	Course modification was approved.
AUT-55B	Automotive Manual Drivetrain Systems	R	Course modification was approved.
AUT-57	Automotive Heating and Air Conditioning	R	Course modification was approved.

Motion to approve the following course major modifications (Phelps/Haines/Unanimous):

Course	Title	Location	Comment
The following course was modified to meet CID compliance.			
ADJ-12	Introduction to Criminalistics	MR	Course modification was approved.
The following courses have been modified so that the courses can be part of the ADT in English. Units changed from 2 to 3 units, revision in SLOs, expanded course content, partitioning of lecture and lab content, sample assignments and text updates.			

Course	Title	Location	Comment
ENG-17A	Literary Magazine Production: Beginning	NR	Course modification was approved.
ENG-17B	Literary Magazine Production: Intermediate	NR	Course modification was approved.
ENG-17C	Literary Magazine Production: Advanced	NR	Course modification was approved.
The following course has been modified to address CID compliance issues.			
ENE-10	Introduction to Engineering	NR	Course modification was approved.

Motion to approve the following course major modification (Phelps/Haines/Unanimous):

Course	Title	Location	Comment
The following course has been updated as part of the inclusion into the History ADT.			
PHI-14	Survey of Black Thought	R	This course modification approval was postponed (by consent) until the next meeting to address formatting issues within the COR.

63. Course Exclusions: None.
64. Course Deletions: None.
65. New State Approved Certificates/Degrees: None.
66. State/Locally Approved Certificate/Degree Modifications: None.
67. State Certificate/Degree Deletions: None.

Information Items:

1. New Courses: None
2. New Stand Alone Courses: None.
3. Course Inclusions: None.
4. Distance Education: None.
5. Minor Course Modifications: None.
6. Major Course Modifications:

Course	Title	Location	Comment
The following course was modified to change the prerequisite of CON-62 to a co-requisite.			
CON-74	Construction Estimating	N	

7. Course Exclusions: None.
8. Course Inclusions:

Course	Title	Location	Comment

Course	Title	Location	Comment
The following courses, currently at City, are proposed to be included in Norco's curriculum, in order to adopt the Business Information Worker program.			
CAT-1A	Business Etiquette	N	
CAT-51	Intermediate Typewriting/Document Formatting	N	
CAT-90	Microsoft Outlook	N	

9. Course Deletions: None.
10. New State Approved Certificates/Degrees:

Program Name	Location	Comment
Construction Management	N	
Facility Maintenance	N	

11. State/Locally Approved Certificate/Degree Modifications: None
12. State Certificate/Degree Deletions: None
13. State/Locally Approved Certificate/Degree Inclusions:

Program Name	Location	Comment
Business Information Worker	N	

The meeting adjourned at 410pm.

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Janet Lehr**, *Business Admin/Info Sys Tech*
☑	**Kelly Douglass**, *English & Media Studies*	**Lori Reta Piearson**, *Cosmetology*
☑	**Nancy Gall**, *Applied Technology*	
	Shannon Hammock, *Library/Learning Resources*	
☑	**Mark Haines**, *Dance*	
	Judy Haugh, *Articulation Officer*	
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, *Mathematics*	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 3pm.

B.   The **agenda** was approved with minor corrections. (Gall/Sanchez/unanimous).

C.   The **minutes** of November 22, 2016 were approved. (Magno/Lowden/passed. Lowden/Magno/Romero abstain)

E.   **Open Hearing:**

- Janet Lehr (*Business Admin/Info Sys Tech*) addressed the committee and answered questions about Local/State Certificate approval processes, Local Certificates and how they differ with State Approved Certifications. This is in response to concerns raised at the District Academic Senate meeting regarding locally approved certificates being submitted for state approval. More discussion to follow.

D.   **Announcements:**

- Chair attended the District Academic Senate meeting, where concerns were raised about locally approved certificate patterns, and the approval process for state approval. More discussion to follow.

F.   **Curriculum Policy & Procedure:**

- Courses currently proposed, and on hold for changes.
  - Schmidt discussed with the committee the reasons why some courses are held for changes, and how the originator should be notified.
- Issues with looking at course proposals within META (i.e. minor mods).
  - Several members have had difficulty accessing course modification proposals, especially with minor mods.
  - Schmidt discussed different ways to work within META to see proposals.
- Proposal forms for AA Degree Pattern and GE Pattern modifications.
  - Motion (Lowden/Phelps/Unanimous) to approve proposed forms.
  - These proposals will now go to the District Curriculum Committee for consideration.
- Discussion on lecture/lab hour inflation.
  - Chair presented scenarios where course lecture or lab hours may be increased, with no increase in student units.
  - Most often, these increases are submitted to increase student success.
  - There are a tremendous amount of courses within RCCDs inventory that have inflated hours for lecture and lab.
  - Discussion on value and need for hour inflation.
- Discussion on objective/outcome differentiation.
  - Schmidt discussed language for course outlines of record, and how to draft language between course objectives and student learning outcomes.
  - Douglas reminded committee that she drafted a document to help faculty with this process.

G.   **Approval Items**

68. New Stand Alone Courses: Motion (Gall/Lowden/ Unanimous) to approve the following new stand-alone courses.

Course	Title	Location	Comment
ADM 74A	Web Design	R	New course proposal approved.
ADM 74B	Web Design with Dreamweaver	R	New course proposal approved.

69. Course Inclusions: None.
70. Distance Education: None.

71. Minor Course Modifications: Course minor modification proposals were partitioned for discussion.

Motion to approve the following course minor modifications (Haines/Lowden/Unanimous).

Course	Title	Location	Comment
EAR 24	Introduction to Curriculum	MNR	Minor modification proposal approved.
EAR 30	Practicum in Early Childhood Education	MNR	Minor modification proposal approved.
EAR 53	Parenting: Guiding Young Children – Approaches to Discipline	R	Minor modification proposal approved.

Motion to approve minor modification (Douglass/Boshara/Unanimous).

Course	Title	Location	Comment
MKT 40	Advertising	MNR	Minor modification proposal failed. Course outline in need of major modification.

72. Major Course Modifications: Major course modifications were partitioned for discussion.

Motion to approve the following course major modifications (Phelps/Lowden/ Unanimous).

Course	Title	Location	Comment
ADM 63A	Design for Print Publication	R	Major modification proposal postponed to future curriculum meeting for changes.
ADM 63B	Design for Electronic Publication	R	Major modification proposal postponed to future curriculum meeting for changes.

Motion to approve the following course major modifications (Phelps/Douglass/ Unanimous).

Course	Title	Location	Comment
JOU 20A	Newspaper: Beginning	MNR	Major modification proposal postponed to future curriculum meeting for changes.
JOU 20B	Newspaper: Intermediate	MNR	Major modification proposal postponed to future curriculum meeting for changes.
JOU 20C	Newspaper: Advanced	MR	Major modification proposal postponed to future curriculum meeting for changes.
JOU 20D	Newspaper: Professional	MNR	Major modification proposal postponed to future curriculum meeting for changes.

Motion to approve the following course major modifications (Lowden/Star/Unanimous).

Course	Title	Location	Comment
EAR 19	Observation and Assessment in Early Childhood Education	MNR	Major modification approved.
EAR 23	Family Home Child Care Program	MR	Major modification approved.
EAR 25	Teaching in a Diverse Society	MNR	Major modification approved.
EAR 26	Health, Safety and Nutrition	MNR	Major modification approved.
EAR 28	Principles and Practices of Teaching Young Children	MNR	Major modification approved.
EAR 42	Child, Family, and Community	MNR	Major modification approved.
ENG 14	American Literature I: Pre-Contact through Civil War.	MNR	Major modification approved.
ENG 15	American Literature II: 1860 to Present	MNR	Major modification approved.
ENG 50	Basic English Composition	MNR	Major modification approved.
JOU 52A	Newspaper Editing: Beginning	R	Major modification approved.
JOU 52B	Newspaper Editing: Intermediate	R	Major modification approved.
JOU 52C	Newspaper Editing: Advanced	R	Major modification approved.
JOU 52D	Newspaper Editing: Executive	R	Major modification approved.
MAT 35	Intermediate Algebra	MNR	Major modification approved.

73. Course Exclusions: None.
74. Course Inclusions: None.

75. Course Deletions: Motion (Gall/Lowden/Unanimous) to approve the following course deletions.

Course	Title	Location	Comment
ADM 74	Dreamweaver for Graphic Designers	R	Course deletion approved.
EAR 37	School-Age Child Care	MR	Course deletion approved.
EAR 52	Parenting: Parents as Teachers	R	Course deletion approved.
EAR 55	Parenting: Common Problems in Infancy and Childhood	R	Course deletion approved.
ENG 13	Introduction to Playwriting	R	Course deletion approved.
ENG 49	Introduction to the One-Hour Teleplay	R	Course deletion approved.
GUI 801	Testing for Success CAHSEE Preparation	MNR	Course deletion approved.

76. New State Approved Certificates/Degrees: Motion (Star/Vermillion/Unanimous) to approve the following Certificate.

Program Name	Location	Comment
Information Security	R	Local certificate approved.

77. State/Locally Approved Certificate/Degree Modifications: Motion (Phelps/Lowden/Unanimous) to approve the following certificate modifications.

Program Name	Location	Comment
English ADT	MNR	Program modifications approved.

78. State/Locally Approved Certificate/Degree Deletions: None.
79. State/Locally Approved Certificate/Degree Inclusions: None.

Information Items:

14. New Stand Alone Courses:

Course	Title	Location	Comment
CIS 90	Microsoft Outlook	N	

15. Course Inclusions: None.
16. Distance Education: None.
17. Minor Course Modifications: None.

18. Major Course Modifications:

Course	Title	Location	Comment
GAM 21	History of Video Games	N	
GAM 51	Game Mechanics and Simulation	N	
GAM 52	Game Engine Scripting I	N	
GAM 53	Game Engine Scripting II	N	
GAM 79B	Game Studio: Character Modeling	N	
GAM 79C	Game Studio: Environments and Vehicles	N	
GAM 79E	Game Studio: Game Design Capstone	N	
GAM 79F	Game Studio: Game Programming	N	

19. Course Exclusions: None.

20. Course Inclusions:

Course	Title	Location	Comment
Norco College would like to add the following course to its inventory.			
CIS 90	Microsoft Outlook	MN	

21. Course Deletions: None.
22. New State Approved Certificates/Degrees: None.

23. State/Locally Approved Certificate/Degree Modifications: None
24. State/Locally Approved Certificate/Degree Deletions: None
25. State/Locally Approved Certificate/Degree Inclusions: None

The meeting adjourned at 445pm.

Attachments:

- Proposal form for Revision to the Associates Degree Patterns.
- Proposal form for the Revision to the GE Education Patterns.
- Information Security Certificate
- Associates in Arts for English for Transfer Degree

Proposal Form for Revision to the Associates Degree Patterns
RIVERSIDE COMMUNITY COLLEGE DISTRICT

DATE OF REQUEST:
> Deadline for submission to Technical Review Committee Chair the last Monday in February.

FACULTY MEMBER SPONSORING PROPOSAL:
DISCIPLINE COORDINATOR SUPPORTING PROPOSAL:

RATIONALE FOR ANY PROPOSED CHANGE TO DEGREE PATTERN:

DEGREE AREA OF EMPHASIS (18 units): Please select only one of the following:
- ☐ Administration and Information Systems
- ☐ American Studies
- ☐ Communication, Media, and Languages
- ☐ Fine and Applied Arts
- ☐ Humanities, Philosophy, and Arts
- ☐ Kinesiology, Health and Wellness
- ☐ Social and Behavioral Studies
- ☐ Math and Science

MODIFICATION TO DEGREE AREA OF EMPHASIS LANGUAGE REQUEST:
- Existing degree AOE language:
- Proposed degree AOE language:
- Justification for language change:

COURSE DELETION FROM DEGREE AREA OF EMPHASIS REQUEST:
- Proposed course(s) to be deleted from degree AOE:
- Course name, title, units:
- Justification for proposed deletion of course(s) from the degree AOE:

COURSE ADDITION TO DEGREE AREA OF EMPHASIS REQUEST:
- Proposed course(s) to be added to the degree AOE:
- Course name, title, units:
- Justification for proposed addition of course(s) to the degree AOE:

PLEASE ATTACH ADDITIONAL PAGES IF NEEDED

Proposal Form due to Technical Review Committee Chair by the last Monday in February, for possible inclusion in next Fall Catalog. All changes are District-Wide, unless changes are college-specific, and require discipline and department approval, where appropriate.

Proposal Form for Revision to the GE Education Patterns
RIVERSIDE COMMUNITY COLLEGE DISTRICT

DATE OF REQUEST:
> Deadline for submission to Technical Review Committee Chair the last Monday in February.

FACULTY MEMBER SPONSORING PROPOSAL:
DISCIPLINE COORDINATOR SUPPORTING PROPOSAL:

RATIONALE FOR ANY PROPOSED CHANGE TO GE EDUCATION PROGRAM:

GE EDUCATION PROGRAM: Please select only one of the following:
- ☐ VI.A. Natural Sciences
- ☐ VI.B. Social and Behavioral Sciences
- ☐ VI.C. Humanities
- ☐ VI.D. Language and Rationality
- ☐ VII.A. Health Education
- ☐ VII.B. Self-Development

MODIFICATION TO GE EDUCATION PROGRAM LANGUAGE REQUEST:
- Existing GE Education Program language:
- Proposed GE Education Program language:
- Justification for language change:

COURSE DELETION FROM GE EDUCATION PROGRAM REQUEST:
- Proposed course(s) to be deleted from the GE Education Program:
- Course name, title, units:
- Justification for proposed deletion of course(s) from the GE Education Program:

COURSE ADDITION TO GE EDUCATION PROGRAM REQUEST:
- Proposed course(s) to be added to the GE Education Program:
- Course name, title, units:
- Justification for proposed addition of course(s) to the GE Education Program:

PLEASE ATTACH ADDITIONAL PAGES IF NEEDED

Proposal Form due to Technical Review Committee Chair by the last Monday in February, for possible inclusion in next Fall Catalog. All changes are District-Wide, unless changes are college-specific, and require discipline and department approval, where appropriate.

Information Security Certificate   **College**: Riverside
TOP Code: 0708.10

The Information Systems: Information Security Certificate will give the students the basic skills needed in the field of Computer and information Security. The focus on Cyber Security will provide students with the basic skills needed for an entry-level career in Cyber Security. The courses provide an overview of the entire field. Topics covered will include Cisco Networking, Windows Operating System security, Linux security, Firewalls, Intrusion Prevention systems, Security policies and procedures, Web security, and building a secure computer network. This program also maps to the California Community Colleges IT Technician pathway and C-ID state approved model curriculum.

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Analyze fundamental principles and topics of Information Technology Security and Risk Management at the organizational level.
- Introduce the concepts, principles, and techniques, supplemented by hands-on exercises, for attacking and disabling a network with the context of properly securing a network.
- Describe the architecture, components, and operations of routers and switches basic functionality.
- Configure and troubleshoot routers and switches, resolve common issues dealing with security points of failure in a medium size LAN.
- Validate essential knowledge of Linux and open source for employment in IT/technical support mobile application support and network operations security.
- Identify environmental issues, understand and comply with disaster recovery, and physical software security policies and procedures.
- Securing Information Management systems including identifying risks, configuring devices, protocols, attack methods, cryptography implementation and practice, and security of ICS networks.

Required Courses (17 Units)		Units
CIS-21A / CSC-21A	Linux Operating Systems Administration	3
CIS-25 / CSC-25	Information and Communication Technology Essentials	3
CIS-26A	Cisco Networking Academy 1A	4
CIS-26B	Cisco Networking Academy 1B	4
CIS-27 / CSC-27	Information and Network Security	3

Select another 3 units from the following		
CIS-1A	Introduction to Computer Information	3
CIS-5 / CSC-5	Programming Concepts and Methodology	4
CIS-21 / CSC-21	Introduction to Operating Systems	3
CIS-26F	Cisco Networking Security	4
CIS-27A / CSC-27A	Computer Forensics Fundamentals	3

Associate in Arts in English for Transfer Degree

CSUGE) AA648 (IGETC) AA649

The Associate in Arts in English for Transfer degree is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system . Though the Associate in Arts in English for Transfer also provides broad general preparation for English majors entering any four-year university, students must consult the specific requirements of any non-CSU campus to which they are applying . Students earning the Associate in Arts in English for Transfer will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses, and they will encounter interpretive questions to which there are multiple plausible answers . Students earning this degree will also have exposure to a variety of literary genres and periods and will be able to illustrate a basic understanding of the ways that literature can embody cultural, intellectual, and artistic trends .

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
1. Think critically about and interpret literature, employing language and methods of literary analysis to construct interpretive arguments and to address the ways that literature invites multiple interpretive possibilities.
2. Write essays of literary analysis effectively supported by effectively integrated, interpreted, and relevant textual evidence.
3. Demonstrate an understanding of how cultural history informs and is informed by literature.

Required Courses (19 units)		Units
ENG-1B* or 1BH*	Critical Thinking and Writing	4
LIST A	Choose from the list below	6
LIST B	Choose from the list below	6
LIST C	Choose from the list below	3

LIST A Choose two courses from the following (6 units):		
ENG-6*	British Literature I: Anglo-Saxon through Eighteenth Century	3
ENG-7*	British Literature II: Romanticism through Modernism/Post-Modernism	3
ENG-14*	American Literature I: Pre-Contact through Civil War	3
ENG-15*	American Literature II: 1860 to the Present	3
ENG-40*	World Literature I: From Ancient Literatures to the Seventeenth Century	3
ENG-41*	World Literature II: Seventeenth Century Through the Present	3

LIST B Choose two courses from the following (6 units)		
Any course from List A not already used		
ENG-8*	Introduction to Mythology (same as Hum 8)	3
ENG-11*	Creative Writing	3
ENG-16*	Introduction to Language	3
ENG-44*	Poetry from the Twentieth Century to the Present	3

LIST C Choose one course from the following (3 units)		
Any course from List A and List B not already used		
ENG-9*	Introduction to Shakespeare	3
ENG-10	Special Studies in Literature	3
ENG-12*	Special Studies in Creative Writing	3

ENG-17A*	Literary Magazine Production: Beginning	3
ENG-18*	Survey of Native American Literature	3
ENG-20*	Survey of African American Literature	3
ENG-23*	The Bible as Literature (same as HUM 23)	3
ENG-25*	Latino Literature of the United States	3
ENG-30*	Children's Literature	3
ENG-34*	Literature by Women	3
ENG-35*	Images of Women in Literature	3
ENG-38	Introduction to Screenwriting	3
ENG-39	Screenwriting II	3
ENG-45*	Modern Drama	3
ENG-47	Inlandia: Regional Writing about the Inland Empire	3
ENG-48*	Short Story and Novel from the Twentieth Century to the Present	3

*courses may be double-counted

Riverside City College
Curriculum Committee Approved Minutes
March 14, 2017, Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
	Jay Boshara, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Megan Bottoms**, RCC Student Activities Coordinator
☑	**Kelly Douglass**, *English & Media Studies*	**Renee Neal**, Cosmetology
☑	**Nancy Gall**, *Applied Technology*	**Lori Reta Piearson**, Cosmetology
☑	**Shannon Hammock**, *Library/Learning Resources*	
☑	**Mark Haines**, *Dance*	
	Judy Haugh, *Articulation Officer*	
	Robert Jew, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 305 pm.

B.   The **agenda** was approved with minor corrections (Sanchez/Haines/Unanimous).

C.   The **minutes** of February 28, 2017 were approved with minor corrections (Gall/Lowden/Unanimous).

F.   **Open Hearing:**
   - No items were discussed.

F.   **Announcements:**
   - The committee welcomed a new guest, Megan Bottoms (RCC Student Activities Coordinator) which will attend meetings in the future.

F.   **Curriculum Policy & Procedure:**
   - Schmidt informed the committee that Governet had an issue with META today, and course outlines were not available for review. He set up a dropbox account (bit.ly.rcccc) which he uploaded outlines. We will use this option in the future as well.

G.   **Approval Items**

80. New Stand Alone Courses: Proposed new stand-alone courses were partitioned for discussion.

Motion to approve the following new course proposal (Lowden/Phelps) was postponed (Romero/Haines/Unanimous) due to concerns with the course outline of record.

Course	Title	Location	Comment
BUS 10H	Honors Introduction to Business	MNR	Course proposal postponed to future meeting.

Motion to approve the following course proposals (Haines/Lowden/Unanimous).

Course	Title	Location	Comment
KIN A54A	FastPitch Softball Fundamentals – Beginning	R	Course proposal approved.
KIN A54B	FastPitch Softball Fundamentals – Advanced	R	Course proposal approved.
KIN A90A	Weight Training - Beginning	MNR	Course proposal approved with minor corrections.
KIN A90B	Weight Training - Intermediate	MNR	Course proposal approved.
KIN A90C	Weight Training - Advanced	MNR	Course proposal approved.

81. Distance Education: Motion to approve the following distance education proposal (Phelps/Lowden/Unanimous).

Course	Title	Location	Comment
BUS 15DE	Street Law: An Introduction to Law and Legal Issues	R	Distance education proposal approved.

82. Minor Course Modifications: None.

83. Major Course Modifications: Proposed major course modifications were partitioned for discussion.

Motion (Gall/Phelps/Unanimous) to approve the following course modifications.

Course	Title	Location	Comment
AUT 42	Ford Heating and Air Conditioning	R	Course proposal approved.
AUT 51B	51B Internal Combustion Engines Rebuilding, Gas and Diesel (Lower End)	R	Course proposal approved.
AUT 52B	Automotive Tune-up and Emission Controls	R	Course proposal postponed to future meeting
AUT 56	Automotive Computer Controls	R	Course proposal postponed to future meeting

Motion (Magno/Haines/Unanimous) to approve the following course modifications.

Course	Title	Location	Comment
FTV 64A	Beginning Digital Editing Principles and Techniques	R	Course proposal approved.

Motion (Douglass/Lowden/Unanimous) the approve the following course modifications.

Course	Title	Location	Comment
GEO 30A	Geologic Field Studies of Southern California	R	Course proposal approved.
GEO 30B	Geologic Field Studies of Southern California	R	Course proposal approved.
GEO 31	Regional Field Studies in Geology	R	Course proposal approved.
GEO 32	Regional Field Studies in Geology	R	Course proposal approved.

Motion (Haines/Lowden/Unanimous) to approve the following course modifications, with minor corrections.

Course	Title	Location	Comment
KIN 24	Sports Officiating – Fall Sports	R	Course proposal approved with minor corrections.
KIN 25	Sports Officiating – Spring Sports	R	Course proposal approved with minor corrections.
KIN 27	Football Theory	R	Course proposal approved with minor corrections.
KIN 34	Softball Theory	R	Course proposal approved with minor corrections.
KIN V02	Football, Varsity, Men	R	Course proposal approved with minor corrections.
KIN V08	Tennis, Varsity, Men	R	Course proposal approved with minor corrections.
KIN V09	Swimming and Diving, Varsity, Men	R	Course proposal approved with minor corrections.
KIN V11	Pep Squad, Varsity, Men and Women	R	Course proposal approved with minor corrections.
KIN V18	Tennis, Varsity, Women	R	Course proposal approved with minor corrections.
KIN V19	Swimming and Diving, Varsity, Women	R	Course proposal approved with minor corrections.
KIN V23	Water Polo, Varsity, Men	R	Course proposal approved with minor corrections.
KIN V24	Water Polo, Varsity, Women	R	Course proposal approved with minor corrections.
KIN V60	Football Fundamentals, Defensive	R	Course proposal approved with minor corrections.
KIN V61	Football Fundamentals, Offensive	R	Course proposal approved with minor corrections.
KIN V70	Water Polo Techniques	R	Course proposal approved with minor corrections.

84. Course Exclusions: None.
85. Course Inclusions: None.

86. Course Deletions:

Course	Title	Location	Comment
CSC 6	Discrete Mathematics for Computer Science	R	Course deletion approved.

87. New State/Locally Approved Certificates/Degrees: None.

88. State/Locally Approved Certificate/Degree Modifications:

Program Name	Location	Comment
Music AA Degree Modification	R	Program modification approved.

89. State/Locally Approved Certificate/Degree Deletions: None.
90. State/Locally Approved Certificate/Degree Inclusions: None.

Information Items:

26. New Stand Alone Courses:

Course	Title	Location	Comment
This new course is proposed for business, behavioral science and liberal arts students. It is designed to prepare students for entry into College Algebra, Survey of Math, Business Calculus or Statistics.			
MAT 35SL	Intermediate Algebra for Liberal Arts	N	
This new course is proposed to facilitate success in Intermediate Algebra in business, behavioral science and liberal arts students. It provides review of core prerequisite skills, competencies, and concepts for intermediate algebra. Students must be concurrently enrolled in MAT35SL. Intended to help students progress into transfer level college math courses.			
MAT 52SL	Support Course for Intermediate Algebra	N	

27. Distance Education:

Course	Title	Location	Comment
GAM 80DE	Digital Drawing for Game Art	N	

28. Minor Course Modifications: None.

29. Major Course Modifications:

Course	Title	Location	Comment
ADJ A29A	Courtroom Testimony/Demeanor	M	
ADJ A5A	Bicycle Patrol	M	

    30. Course Exclusions: None.
    31. Course Inclusions: None.
    32. Course Deletions: None.
    33. New State/Locally Approved Certificates/Degrees: None.
    34. State/Locally Approved Certificate/Degree Modifications: None
    35. State/Locally Approved Certificate/Degree Deletions: None
    36. State/Locally Approved Certificate/Degree Inclusions: None

Meeting was adjourned at 415pm.

Attachments:

- Music AA Degree Modification

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Music (AA680)   College: Riverside City College

A systematic course of study that fosters meaningful cultural experiences in the performance, understanding, and appreciation of the art and discipline of music.

Associate in Arts Degree Program
Program Learning Outcomes
Upon completion of this program, students will be able to perform the following:
- Demonstrate the ability to hear, identify and work conceptually with all elements of music through dictation, sight-reading, musical analysis and basic keyboard proficiency.
- Perform standard repertoire appropriate to their performance area as individuals or members of ensembles.
- Create derivative or original music in both extemporaneous and written form.

Required Courses (32-36 units)		Units
Applied Music* (12 units selected from the following):		
MUS-39	Applied Music I	3
MUS-79	Applied Music II	3
MUS-P12	Applied Piano I	3
MUS-12	Applied Piano II	3
Music Theory (16 units):		
MUS-3**	Music Fundamentals	4
MUS-4	Music Theory I	4
MUS-5	Music Theory II	4
MUS-6	Music Theory III	4
Performing Ensembles* (4 semesters selected from the following):		
MUS-28	Riverside Community Symphony	2
MUS-33	Vocal Jazz Ensemble	2
MUS-41	Chamber Singers	2
MUS-42	Wind Ensemble	2
MUS-44	Jazz Ensemble	2
MUS-68	Community Symphony	2
MUS-73	Vocal Jazz Singers	2
MUS-77	Guitar Ensemble	2
MUS-81	Consort Singers	2
MUS-82	Wind Symphony	2
MUS-84	Jazz Orchestra	2
MUS-P28	Symphony Strings	2
MUS-P36	Piano Ensemble	1
MUS-P77	Advanced Guitar Ensemble	2

Additional Courses Recommended for Transfer		Units
Keyboard Skills:		
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-53	Keyboard Proficiency	1

Music History:

MUS-22**	Survey of Music Literature	3

*Applied Music and Performing Ensemble courses may each be taken four times for credit.

**Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

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. IGETC or CSUGE patterns recommended for transfer preparation.

Riverside City College
Curriculum Committee Approved Minutes
March 28, 2017; Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	**Megan Bottoms**, RCC Student Activities
☑	**Jay Boshara**, *Economics/Geography/Political*	**Carol Farrar**, *Vice President of Instruction*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Renee Neal**, *Cosmetology*
☑	**Kelly Douglass**, *English & Media Studies*	
	Nancy Gall, *Applied Technology*	
	Mark Haines, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Articulation Officer*	
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
	Amy Vermillion, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 305 pm.

B.   The **agenda** was approved with minor corrections (Phelps/Romero/Unanimous).

C.   The **minutes** of March 14, 2017 were approved (Romero/Phelps/Unanimous).

E.   **Open Hearing:**

- Phelps expressed concerns about lab manual inputs in META, which currently require a specified date. This causes problems in entering lab manuals. Schmidt will work with Governet on input methods.

D.   **Announcements:**

- Curriculum Institute

    o   Chair reminded the committee of the institute on July 12 to 15, 2017.

    o   This year the institute is being held at the Riverside Convention Center.

    o   Chair asked for anyone interested in attending to let him know.

- o When the President's office decides on how many faculty it will sponsor, chair will share this information with the committee.

F. **Curriculum Policy & Procedure:**

- State changes to CID approval and impact on programs.
    - o Discussion on recent memo regarding changes in approval timeline policy.
- Attachment of minutes within META.
    - o Beginning in Fall, all proposals will require attached documentation of minutes for discipline and department.
    - o This has always been a requirement, but not strictly enforced.
    - o Reminder that discipline and department faculty are recommended to look over curriculum in META, but this is not a requirement.
- Update of new faculty, as well as faculty retirement or reclassification.
    - o The employment and access record of META is being updated, with new administrative and faculty positions being updated within META.
    - o Reminder to keep notifying curriculum on changes, to keep META access current.
- Curriculum Webpage update.
    - o Chair has requested a designated webpage, on the RCC website, be created for curriculum.
    - o This was done in hopes of easy access to faculty, staff, and the general public.
    - o Chair asked committee for suggestions on website content possibilities.
- Update on program change proposals (from floor):
    - o The committee asked for an update on the English proposal for inclusion of REA courses in the GE pathway.
        - ▪ Chair expressed concerns raised last week on GE program modification proposals at the Technical Review Committee.
        - ▪ Current proposal was put on hold for further discussion.
    - o The committee asked for an update on the Biology proposal to change the Math & Science AOE, as well as proposed "clean up" language to GE patterns as a result of its proposed curricular proposals.
        - ▪ The BIO proposals were put on hold at Technical Review for further discussion.
    - o This update, and the proposals on hold at technical review, led to further discussion of the curriculum committee:
        - ▪ There seems to be come confusion to language on differing pathways, regarding degree patterns which has become increasingly evident in different committee discussions.

- GE
  - This is the general education pathway, that every student must fulfill to receive a degree at RCC.
- ADT
  - These are additional major options at RCC, and include occupational AA/AS degrees.
- AOE
  - These are "majors" and areas of concentration, within general educational degree programs.
- One concern raised at Technical Review is that there was an agreed upon "moratorium" on GE change submissions several years ago.
  - This committee expressed its concern that it was unaware of this moratorium.
    - This moratorium has led to several disciplines who would like to apply for GE approval, waiting on submissions on GE changes. This interpretation of the moratorium was the largest concern raised at TR.
    - If proposed changes are allowed to progress, all faculty should have had the opportunity.
  - This moratorium was questioned if, in fact, it existed. The GE pathway has, in fact, changed with District Curriculum Committee approval:
    - As an example of the GE pathway and definition within the District changing recently, the GE degree pattern requirements were drastically changed District-wide.
      - The existing Area's A-D plus "additional" degree requirements were recently changed to Area's A-E.
      - Health Science 1 was removed as a requirement in Area's A, B, and C, and changed to an option. It remains a requirement in Area E.
    - An example of a discipline with courses which were recently added to the GE list of options, Early Childhood Studies had courses which were added to GE applicable courses within the GE pathway.
- One concern raised at Technical Review was the proposal form for changes to the GE, AOE, and ADT programs.
  - These proposed changes to the forms were voted on by the Riverside Curriculum Committee, and submitted to the District Curriculum Committee in the Fall of 2016 for consideration.

- Discussion whether this was a change in the District approval process, or a simple change to the form itself.
- The proposal submitted by Riverside City CC was a change in the format of the form itself, not to the approval process in any way.
  - One concern raised by curriculum committee members is on the timing of proposals which was currently agreed upon.
    - The curriculum committee agreed upon February 27, 2017, as the deadline for written submission to Technical Review for consideration.
    - The English discipline submitted their proposal prior to the agreed upon deadline, on the existing forms (not the proposed forms).
    - If this proposal is not allowed to move forward, English expressed its concern for following the process that was understood from its perspective, and how this decision would impact its program in the 2017/2018 academic year.
  - Once concern raised by the committee is on communication (or the lack thereof) for all faculty.
    - The submission date proposed by the Riverside Curriculum Committee was shared with Technical Review and the District Curriculum Committee.
    - Whether this proposed deadline was accepted or not, any timeline for submission should be conveyed to all faculty, through curriculum committee representation at departments.
  - Due to concerns raised during this discussion, chair asked for written clarification of concerns from committee membership prior to next week's technical review and District curriculum committee meetings. The committee charged the chair with:
    - The English proposal of REA 4 in GE inclusion, and status for inclusion to the 2017/2018 catalog.
    - The Biology proposal to AOE changes in Math & Science, and status to the inclusion of the 2017/2018 catalog.
    - Clarification of all pattern approval definitions, processes, and timelines for submissions in the Fall 2017 or Spring 2018.

G.   **Approval Items**

91. New Courses: Motion (Phelps/Douglass/Unanimous) to approve the following new stand-alone courses.

Course	Title	Location	Comment

Course	Title	Location	Comment
BIO 2	Zoology	R	New course proposal approved. Clarification on this course replacing both BIO 2A and 2B, which is correct.
BIO 4	Human Biology	MNR	New course proposal approved. Suggestion to enhance course topics.
BIO 16	Human Reproduction and Sexual Behavior	MNR	New course proposal approved.
BIO 18	Human Genetics	MNR	New course proposal approved.
BIO 19	Environmental Science	NR	New course proposal approved.
BIO 31C	Regional Field Studies – Neotropics	R	New course proposal approved.
BIO 31D	Regional Field Studies – Eurasia	R	New course proposal approved.
BIO 31E	Regional Field Studies – South America	R	New course proposal approved.
BIO 35	Health Science	MNR	New course proposal approved. Discussion on approved discipline listing on outline. If concerns are raised at District level, course is approved with modification to disciplines as deemed necessary.
BIO 45	Survey of Human Anatomy and Physiology	MNR	New course proposal approved.
BIO 50A	Anatomy and Physiology I	MNR	New course proposal approved. Clarification of BIO 4's inclusion as a prerequisite option. Suggestion to enhance course topics.
BIO 50B	Anatomy and Physiology II	MNR	New course proposal approved. Suggestion to enhance course topics.
BIO 55	Microbiology	MNR	New course proposal approved.
BIO 60	Introduction to Molecular and Cellular Biology	MNR	New course proposal approved.
BIO 61	Organismal and Population Biology	MNR	New course proposal approved.

92. Distance Education: None.

93. Minor Course Modifications: Motion (Douglass/Romero/Unanimous) to approve the following course minor modifications:

Course	Title	Location	Comment
ADJ 5	Community Relations	MNR	Minor modification proposal approved.
BUS 3	Computer Applications for Business	MNR	Minor modification proposal approved. This course was previously held at City CC.
BUS 43	International Business – Marketing	R	Minor modification proposal approved.

Course	Title	Location	Comment
BUS 46	International Business – Introduction to Importing/Exporting	R	Minor modification proposal approved.
BUS 48	International Management	R	Minor modification proposal approved.
PAL 71	Legal Terminology	R	Minor modification proposal approved.

94. Major Course Modifications: Course major modification proposals were partitioned for further discussion:

Motion (Douglass/Boshara/Unanimous) to approve the following course major modification:

Course	Title	Location	Comment
BIO 1H	Honors General Biology	MNR	Major modification proposal postponed. Course content needs enhancement and clarification. Compare with BIO 1, and discuss with honors council.
FTV 38A	Beginning Film, Television and Video Production Project	R	Major modification proposal approved. This course was previously held at Riv. CC for modification.
BIO 1	General Biology	MNR	Major modification proposal approved.
BIO 3	Field Botany	NR	Major modification proposal approved.
BIO 5	General Botany	NR	Major modification proposal approved.
BIO 6	Introduction to Zoology	R	Major modification proposal approved.
BIO 7	Marine Biology	NR	Major modification proposal approved.
BIO 8	Principles of Ecology	NR	Major modification proposal approved.
BIO 9	Introduction to the Natural History of Southern California	R	Major modification proposal approved.
BIO 10	Life Science Principles	NR	Major modification proposal approved.
BIO 14	Soil Science and Management	R	Major modification proposal approved.
BIO 15	Soil Science and Management Laboratory	R	Major modification proposal approved.
BIO 20	Plants and Human Affairs	R	Major modification proposal approved.
BIO 40	Biometrics	R	Major modification proposal approved.
BIO 85	Special Topics in Biology	R	Major modification proposal approved.
BIO 31A	Regional Field Studies	R	Major modification proposal approved.

Course	Title	Location	Comment
BIO 31B	Regional Field Studies	R	Major modification proposal approved.
BUS 30	Entrepreneurship: Foundations and Fundamentals	MNR	Major modification proposal approved.
FTV 38A	Beginning Film, Television and Video Production Project	R	Major modification proposal approved. This course was previously held at Riv. CC for modification.
GAM 73	Storyboarding for Games	NR	Major modification proposal approved.
KIN V70	Water Polo Techniques	R	Major modification proposal approved.
MAG 56	Human Resources Management	MNR	Major modification proposal approved.
PHO 9	Intermediate Photography	R	Major modification proposal approved.
PHO 10	Advanced Photography	R	Major modification proposal approved.
PHO 12	Photojournalism	R	Major modification proposal approved.
PHO 17	Introduction to Color Photography	R	Major modification proposal approved.

Motion (not included in the approved agenda) from floor (Sanchez/Douglass/Unanimous) to not all chair to repeat the same old curricular jokes again. Unanimous consent, with passion rarely witnessed at Riverside City College curriculum committee meetings.

- Chair will forward this proposal, which puts him in an awkward position (he may have to recuse himself from further deliberation) at the District curriculum committee for further consideration.
- Possible Board of Trustee's action needed.
- Chair will consult:
  - RCCD Union representation on this matter.
  - The Press Enterprise regarding an expose article exposing this official government attempt to censor free speech.
  - KFI (AM 640)
  - Bill Nye (the Science Guy)
- If, from a legal perspective, chair has imposed limitations put upon his position to express his amazingly well thought-out, and perfectly timed, comedic interpretations of discussion on desperately important curricular issues, chair will have no choice to retire from the District.
  - Chair was hesitant on presenting this "nuclear option" for fear that the Riverside City Curriculum Committee would move/second/#enthusiastically,unanimously,&withoutprejudice support his retirement from the District, effective immediately.
  - Chair acknowledges he has "no life" without curriculum.

95. Course Exclusions: None.
96. Course Inclusions: None.

97. Course Deletions: Motion (Star/Phelps/Unanimous) to approve the following course deletions.

Course	Title	Location	Comment
CIS 18D	Data Structures and Algorithms	R	
CIS 73A	Introduction to Multimedia Author	R	

98. New State/Locally Approved Certificates/Degrees: None.
99. State/Locally Approved Certificate/Degree Modifications: None.
100.   State/Locally Approved Certificate/Degree Deletions: None.
101.   State/Locally Approved Certificate/Degree Inclusions: None.

Information Items:

1. New Stand Alone Courses:

Course	Title	Location	Comment
BIO 60H	Honors Introduction to Molecular and Cellular Biology	M	
ADJ K1B	Code Enforcement Officer Intermediate	M	
ADJ K1C	Code Enforcement Officer Advanced	M	

2. Distance Education: None.
3. Minor Course Modifications: None.

4. Major Course Modifications:

Course	Title	Location	Comment
ADJ B3A	Basic Community Service Officer Academy	M	
ADJ D1A	Basic Public Safety Dispatch Course	M	
ADJ D1B	Dispatcher Update, Public Safety	M	
ADJ D1C	Communications Training Officer Course	M	
ADJ D3A	Dispatch Update, Handing the Rising Tide of Suicide	M	
ADJ D5A	Dispatcher Public Safety Advanced	M	
ADJ T1A	Traffic Collision Investigation: Basic	M	
ADJ T1B	Intermediate Traffic Collision Investigation	M	
ADJ W10A	PC 832 Firearms	M	

5. Course Exclusions: None.
6. Course Inclusions: None.

7. Course Deletions:

Course	Title	Location	Comment
ADJ P1A	Probation Officer Core Course	M	
ADJ P2A	Juvenile Counselor Core Training	M	
ADJ T10A	Radar Enforcement Training	M	
ADJ 13A	Communication Operator Training Phase I		
ADJ 13B	Initial Communication Operator Training – Phase II	M	
ADJ T16A	Communication Operators In-Service	M	
ADJ Y1A	Explorer Academy - Basic	M	

8. New State/Locally Approved Certificates/Degrees: None.
9. State/Locally Approved Certificate/Degree Modifications: None
10. State/Locally Approved Certificate/Degree Deletions: None
11. State/Locally Approved Certificate/Degree Inclusions: None

The meeting was adjourned at 445pm.

Riverside City College
Curriculum Committee Approved Minutes
April 25, 2017; Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
☑	**Megan Bottoms**, *RCC Student Activities*	**Renee Neal**, *Cosmetology*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
☑	**Mark Haines**, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Articulation Officer*	
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
	Karyn Magno, *Counseling*	
	Eddie Perez, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Marc Sanchez**, Mathematics	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 305 pm.

B.   The **agenda** was approved with corrections (Lowden/Gall/Unanimous).

C.   The **minutes** of March 28, 2017 were approved with one minor correction (Boshara/Phelps/Unanimous with Gall/Haines/Lowden abstaining).

E.   **Open Hearing:**

- The committee asked for clarification and update on the REA 4's proposal for inclusion as a GE course.

    o   The chair could not answer the question specifically, due to conversations at Technical Review/District Curriculum Committee Meeting level.

    o   Kelly Douglass asked if she could make a presentation at the TR/DCC meeting next week to address any concerns.

    o   The chair assured the committee that as soon as any information was available, he would let the committee know.

D.   **Announcements:** No announcements made.

F.   **Curriculum Policy & Procedure:** No policy discussions.

G.   **Approval Items**

102.   New Courses: None.
103.   New Stand Alone Courses: None.
104.   Course Inclusions: None.
105.   Distance Education: None.
106.   Minor Course Modifications: None.

107.   Major Course Modifications: Motion (Haines/Schmidt/Unanimous) to approve the following course major modifications.

Course	Title	Location	Comment
MUS 68	Community Symphony	R	Proposed major modification approved.
MUS 73	Vocal Jazz Singers	R	Proposed major modification approved.
MUS 81	Consort Singers	R	Proposed major modification approved.
MUS 82	Wind Symphony	R	Proposed major modification approved.
MUS 84	Jazz Orchestra	R	Proposed major modification approved.

108.   Course Exclusions: None.
109.   Course Deletions: None.
110.   New State Approved Certificates/Degrees: None.
111.   State/Locally Approved Certificate/Degree Modifications: None.
112.   State Certificate/Degree Deletions: None.

Information Items:

46. New Stand Alone Courses:

Course	Title	Location	Comment
MAN 68	Fundamentals of Maintenance	N	
MAN 69	Fundamentals of Tooling and Test Equipment	N	

47. Distance Education: None.
48. Minor Course Modifications: None.

49. Major Course Modifications:

Course	Title	Location	Comment
ENE 42B	SolidWorks II	N	

50. Course Exclusions: None.

51. Course Inclusions:

Course	Title	Location	Comment
PHO 20	Introduction to Digital Photography	N	
ART 40B	Intermediate Figure Drawing	N	
MUS 71	College Chorus	N	
MUS 77	Guitar Ensemble	N	
MUS 81	Consort Singers	N	
MUS 96A	Class Guitar	N	
MUS P77	Advanced Guitar	N	
THE 29	Musical Theater Appreciation	N	
THE 36	Improvisational Acting	N	

52. Course Deletions: None.

53. New State Approved Certificates/Degrees:

Program Name	Location	Comment
Art History (ADT)	N	

54. State/Locally Approved Certificate/Degree Modifications: None.
55. State Certificate/Degree Deletions: None.

The meeting adjourned at 345pm.

Riverside City College
Curriculum Committee Approved Minutes
May 9, 2017; Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political*	**Scott Bauer**, *Dean of Instruction, Fine & Performing Arts*
	Megan Bottoms, RCC Student Activities	**Carol Farrar**, *Vice President of Instruction*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Renee Neal**, *Cosmetology*
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
	Mark Haines, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Articulation Officer*	
☑	**Robert Jew**, *Art*	
☑	**Elena Kobzeva**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
	Bill Phelps, *Physical Science*	
	Paul Richardson, *Chemistry*	
	Star Romero, *Communication Studies*	
	Marc Sanchez, Mathematics	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Amy Vermillion**, *Nursing Education*	
	Shari Yates, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 305 pm.

B. The **agenda** was approved (Gall/Lowden/Unanimous).

C. The **minutes** of April 25, 2017 were approved (Vermillion/Perez/Unanimous/Magno-abstained).

E. **Open Hearing:** No items discussed.

D. **Announcements:**

- Curriculum Institute July 12 to July 15, 2017 (at Riverside Convention Center).
  - Dr. Farrar welcomed the faculty which City College is sponsoring to this years institute:
    - Greg Burchett – District CC / College Chair
    - Kristine DiMemmo – Dean of Instruction (CTE/Noncredit)
    - Kelly Douglass – Curriculum Committee Member (English)
    - Carol Farrar – Vice President of Academic Affairs
    - Clara Lowden – Curriculum Committee Member (Kinesiology)

- Star Romero – Curriculum Committee Member (Communication Studies)
- Steven Schmidt – Technical Review Chair
- Mark Sellick – Academic Senate President
- One additional administrative representative.

F. **Curriculum Policy & Procedure:**

- Deadline for submission into META of all course and program proposals to be included in the 2018/19 RCCD catalog is September 29, 2017.
  - Discussion on rationale for modified submission deadline in Fall 2017, which was adopted by the District Curriculum Committee and Technical Review.
  - Chair passed out a handout outlining basic deadlines which are of concern for faculty.
  - Handout is attached on minutes for reference.
- During Fall 2017, GE and AOE proposals to modify graduation requirements will be accepted, as outlined in the Fall 2017 curricular proposal timelines.
- District CC agreement to facilitate college-only courses pushed through CC level.
  - Chair discussed agreement amongst three Curriculum Committee Chairs to ensure that courses that at located on their respective colleges are approved, as not being part of the other two college course offerings.
  - This will ensure timeliness on approvals for college-specific courses.
- Program discontinuance (AP 4021)
  - There are multiple programs in the "discontinuance" process at Riverside College.
  - Designation of curriculum designee for proposed discontinuance of the following certificate patterns: E-Commerce, Retail Management, Insurance Certificate, Banking and Finance, Virtual Assistant, Computer Applications, Relational Database Technology, Systems Development, and Office Fast Track.
  - The curriculum committee is required to have representation on this committee.
  - Carol Farrar discussed the importance of the process, as outlined in AP4201, and will soon provide timelines for meetings needed.
  - Chair will forward to Carol's office curriculum faculty who are interested in participating.

G. **Approval Items**

1. New Stand Alone Courses: None
2. Distance Education: None.

3. Minor Course Modifications: Motion (Schmidt/Lowden/Unanimous) to approve the following minor course modification.

Course	Title	Location	Comment
LIB 1	Introduction to Information Literacy	R	Course minor modification approved.

4. Major Course Modifications: Motion (Gall/Vermillion/Unanimous) to approve the following course major modification.

Course	Title	Location	Comment
MUS P77	Advanced Guitar Ensemble	R	Course major modification approved.

5. Course Exclusions: None.
6. Course Inclusions: None.

7. Course Deletions: Motion to approve the following course deletion was postponed (Lowden/Gall/Unanimous) to the next Riverside Curriculum Committee meeting, for further consideration.

Course	Title	Location	Comment
SOC 22	American Deaf Culture	R	Course deletion proposal postponed until next Riverside Curriculum Committee.

8. New State/Locally Approved Certificates/Degrees: None.

9. State/Locally Approved Certificate/Degree Modifications:

- Consideration of REA 4 to RCCD Plan A (Area D2).

  - Motion (Douglas/Magno/Unanimous) was approved.

10. State/Locally Approved Certificate/Degree Deletions: None.
11. State/Locally Approved Certificate/Degree Deletions: None.

Information Items:

37. New Stand Alone Courses:

Course	Title	Location	Comment
MAT 35SL	Intermediate Algebra for Liberal Arts	N	
MAT 52SL	Support Course for Intermediate Algebra	N	

38. Distance Education: None.

39. Minor Course Modifications:

Course	Title	Location	Comment
BUS 85	Warehouse Management	N	
EMS 50	Emergency Medical Technician	M	
EMS 51	Emergency Medical Services – Basic Clinical/Field	M	
EMS 59	Paramedic Preparation	M	
EMS 60	Patient Assessment and Airway Management	M	
EMS 61	Introduction to Medical Pathophysiology	M	
EMS 62	Emergency Pharmacology	M	
EMS 63	Cardiology	M	
EMS 70	Trauma Management	M	
EMS 71	Clinical Medical Specialty I	M	
EMS 80	Medical Emergencies	M	
EMS 81	Special Populations	M	
EMS 82	Special Topics	M	
EMS 83	Clinical Medical Specialty II	M	
EMS 90	Assessment Based Management	M	
EMS 91	Paramedic Field Internship	M	

40. Major Course Modifications: None.
41. Course Exclusions: None.
42. Course Inclusions: None.
43. Course Deletions: None.
44. New State/Locally Approved Certificates/Degrees: None.
45. State/Locally Approved Certificate/Degree Modifications: None

46. State/Locally Approved Certificate/Degree Deletions:

Program Name	Location	Comment
Early Childhood Education Infant and Toddler Specialization (NCE681)	N	
Mobile Application Development (NCE725/NAS725/NAS725B/NAS725C)	N	

47. State/Locally Approved Certificate/Degree Inclusions: None

Attachments:
- Handout outlining Fall 2017 curricular submission timeline.

The meeting adjourned at 425pm.

2017/2018 Curricular Submission Deadlines

The following is a list of the deadlines for submission into the curricular approval process, to ensure inclusion into the 2018/19 Course Catalog. This also includes giving ample time in Spring 2018 for course proposals to be input into the District system, while the Fall 2018 schedule is being generated.

Task Item	Deadline	Changes?[1]	Who is responsible?
Can this be held up?[2]			
Launch proposal[3]	**Sept 29, 2017**	November 8	Originator
Indefinitely, until			

course author launches the course.

Discipline approval <u>Indefinitely</u>, until the Discipline Facilitato pushes proposal forward.	October 13, 2017		Discipline Facilitator[4]
Department approval <u>Indefinitely</u>, until the Dept. Chair(s) pushes proposal forward.	October 20, 2017		Department Chair(s)[5]
Administrative Review No[6]. This step is for review only and cannot be stopped.	October 27, 2017		Ed. Services; Library; Articulation; MIS
Technical Review <u>Indefinitely</u>[7], until course author ensures changes.	October 31, 2017	November 11	TR Committee[8]
College Curriculum Review <u>Indefinitely</u>[7], until course author ensures changes.	November 7, 2017	November 28	CC Committee
District Curriculum Review <u>Indefinitely</u>[7], until course author ensures changes.	November 14, 2017	December 4	DCC Committee
Board Cabinet/Committee[11]	November 20, 2017		
Board of Trustees[11]	December 12, 2017		
State Chancellor's Office[11]	January/February		
Fall 2018 Schedule Roll[11]	Late February/Early March		

Notes denoted by a reference number are on the back of this page.

<u>Notes:</u>

1. If changes are requested for the proposal, the deadlines show the timeframe to get changes completed. This needs to be done by the course author.

2. This refers to "STOP" levels, where the proposal is prevented from moving forward. There are only three places where this will happen. (1) at the course author stage (i.e. if the proposal isn't "launched" into CurricUNET, (2) at the discipline level, and (3) at the department level.

3. All proposals launched are "frozen" and cannot be touched again by the course author. Also, make sure that discipline and department minutes are attached to the course proposal.

4. If a proposal is for one college, but the district discipline facilitator is at another college, it is the responsibility for the course author to ensure that the discipline facilitator moves the course forward. Any conflicts should be brought to the attention of the Technical Review Committee as soon as possible.

5. If the course proposal is for one college, then only that particular college department chair needs to approve. If the proposal is for a course at more than one college, then <u>all</u> affected department chairs must "push" proposal forward. Any conflicts should be brought to the attention of the Technical Review Committee as soon as possible.
6. Administrative review cannot hold up any proposal.
7. At technical review, the curriculum committee or district curriculum committee levels, course proposals can be stopped, but there is no official "hold" – the course proposal is only held up while requested changes are done.
8. Technical review tries its best to ensure the quality of submissions to the curriculum committees for consideration.
9. The curriculum committees are the first place where a course proposal is voted upon.
10. There are two types of proposals looked at by the District curriculum Committee. (1) Informational items, that are located at only one college, and (2) action items, where the District Curriculum Committee votes on the proposal, based on the results of the affected college curriculum committees. At the District Curriculum Committee level is where conflicts between colleges are also settled.
11. These levels are out of any control of the curricular approval process, once submitted.