Curriculum Committee Minutes
https://www.rcc.edu/about/strategic-planning/tllc/curriculum-committee/resources.html
April 8, 2025 • 2:30-4:30 pm • Hall of Fame
Zoom link for 2024-2025 public attendees: https://rccd-edu.zoom.us/j/84509114251?pwd=vbRhaHTaCtObtbCVNdLM2PWTICCV8S.1

1. Call to Order at 2:33pm

Voting Committee Members for Spring 2025	Attendance Sign-in
Juan Ahumada, *Communication Studies Dept. Rep. (23-25; 25-27)*	**Tucker Amidon**, *English & Media Studies Dept. faculty. (24-26; will need a 25-27 or 26-27 term to correct) (not required but you could have an election to resolve the Senate term length change)*
Nicole Banerjee, *Articulation Officer*	
Madeline Bettencourt, *Cosmetology Dept. Rep. (24-26)*	
Parissa Clark, *Economics/Geography/Political Science Dept. Rep. (23-25; need a 1-year 25-26 term to correct))*	
Paul Conrad, *Business Admin/Info Sys Tech Dept. Rep. (24-25 and 25-27)*	
Doug Finfrock, *Kinesiology/Athletics Dept. Rep. (25-26)*	**Robert Jew**, *Art Dept. Rep. (23-25; 25-26)*
Bobbie Grey, *Chemistry Dept. Rep. (23-25; need a 1-year 25-26 cycle correction term)*	
Mark Haines, *Dance and Theater Dept. Rep. (24-26)*	
Shannon Hammock, *Library/Learning Resources Dept. Rep. (24-25 and 25-27) (next cycle for regular length term 25-27)*	
Ryan Joseph, *Life Sciences Dept. Rep. (24-25; 25-27)*	
Tommy Korn, *World Languages Dept. Rep. (24-25) (next cycle for regular length term 25-27)*	
Amber Lappin *School of Education and Teacher Preparation Dept. Rep. (24-26)*	
Karyn Magno, *Counseling Dept. Rep. (24-26)*	
Valerie Merrill, *Mathematics Dept. Rep. (24-26 amended to 24-25; Marc Sanchez for 25-27)*	
Skyler Murdock, *Applied Technology Dept. Rep. (Spring 25)*	
Doris Namala, *History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (24-25) (next cycle for regular length term 25-27)*	
Brock Russell, *Physical Sciences Dept. Rep. (23-25; 25-26)*	
Steven Schmidt, *Music Dept. Rep. (23-25 and 25-27); Technical Review Com Chair*	
Amy Vermillion, *Nursing Dept. Rep. (24-26)*	
Kweku Williams, *Behavioral Science / Psychology Dept. Rep. (Spring 25 & 25-27)*	
Non-Voting Committee Members	
Kelly Douglass, *Faculty Chair**, Curriculum Committee (24-26); English*	**Lynn Wright**, *VP of Academic Affairs; Administrative Co-Chair of CC*
Harley Glenn, *ASRCC Student Representative*	
Casandra Greene, *RCC Curriculum Instructional Support Coordinator*	
Liaisons/Admin/Staff/Guests	
Jeanine Gardner, *Admissions and Records (via Zoom)*	

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

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

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

2. Approval of the Agenda: 1st Haines; 2nd Merrill; approved by consensus
   The agenda will be reviewed, discussed, and considered for approval.

3. **Approval of Minutes from March 25, 2025:** 1st Murdock; 2nd Williams
   The minutes will be reviewed, discussed, and considered for approval.

   a. Chair Douglass indicated the minutes were updated and a second version sent out to include a public forum item previously left off

   b. Approved by consensus

4. Public comment - none
   Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.

5. **Action Items: See below**

6. Reports

   a. Curriculum Chair – Kelly Douglass

      i. Follow up on items from March 25, 2025

         1. 25-26 Curriculum Calendar (attached)

            a. The Curriculum Calendar with the November 13 Thursday meeting was approved by the three colleges, 2-1 (Riverside was the dissenting vote).

            b. October 28 agenda and November 13 agendas likely to be the agendas with the most action items to review

            c. Note that Phase IIa CCN launch deadlines are earlier than all other courses and programs (September 19)

            d. Phase IIA courses the templates are out – PLEASE work on these after spring break and try to launch in June

               i. Will require originator college department vote AND district discipline vote.

               ii. When attaching votes, there is a form in curricunet where you can include with your minutes to quickly show the voting district wide.

            e. Where do you find the templates – on CCN website. Chair Douglass will also include in the minutes: https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/course-outline-of-records-submission

            f. Surveys for Phase III courses close April 15 – please be sure to complete the survey; Discipline faculty can (likely should) answer survey independently.

         2. "Cannot receive credit" statement on CCN courses

            a. DCC discussed and determined not appropriate

            b. The honors / non-honors statement is there because they are separate classes; for the C1000s – it is a name change; Our

standard of practice is to only use the different courses (C1000/C1000H). We will address it in other student facing places where relevant

        c. Students are asking questions about CCN: Suggestion – Flyers in the engagement centers have been effective.

    3. CCN support course name changes: The change was voted on at December DCC to clerically update the support courses names to include new CCN course names.

  ii. Clerical change option for degrees/certificates with CCN name/number changes

    1. CCN changes in degree/certificate will be done clerically

    2. If there are other changes to the degree (unit/courses) it will need to go through curriculum.

  iii. April 22 meeting

    1. There will be no Tech Review during spring break.

    2. There will be no agenda for the April 22 college curriculum meeting

    3. Meeting will be cancelled

    4. There will be an optional meeting invite if additional curriculum support is needed – you will need to reach out to Chair Douglass or accept the invite.

b. Articulation Officer – Nicole Banerjee – no report

c. Curriculum Coordinator – Casandra Greene

  i. Compliance Reports will be out after spring break

  ii. Casandra asked that the curriculum committee stay a few minutes after to do a video thanking our over-night classified professionals.

  iii. If individuals need printed sections of the catalog please reach out to Casandra

d. Tech Review Chair – Steven Schmidt – no report

e. Academic Standards – Brock Russell

  i. Lifelong Learning and Self-Development Descriptor: Approved descriptor with one change.

  ii. Other updates as applicable: None; short meeting

f. VPAA – Lynn Wright - no report

g. ASRCC Representative – Harley Glenn

  i. Clubs, Organizations, and Sports Teams – budget request by the Wednesday, April 23 by 4 pm

  ii. Service hour deadline is May 1 for those turning in volunteer hours. Can include projected hours through the end of the year.

  iii. Budget hearing – May 5-9

  iv. Banquet will be May 15.

  v. Q: When is Student of Distinction due; A: April 22.

    h. Equity-Minded Curriculum

        i. Understand our students have significant test anxiety and concern of passing the class. Remind them the goal is to learn and understand.

        ii. Consider progressive grading scales that show understanding and reflect that commitment to learning and not just grades

7. Curriculum Policy & Procedure:

    a. Item agendized from March 25, 2025 meeting public comment: Bishop Hairell related that he recently sent an e-mail by a counselor stating he may not be able to graduate due to an issue with classes. It was an ETS/HIS course and not certain it will qualify to graduate. Is this committee the place to ask for better definition regarding fulfill which areas throughout each of the general education areas.

        i. Department chair is following up with student to address concern.

        ii. Not all ETS courses meet Ethnic Studies area requirement - important to communicate to students which ethnic student courses do

        iii. We have ETS courses that don't meet CalGETC – If students pull up EduNAV and search ETS, it doesn't show which meet CalGETC requirement.

        iv. Discussion concerning ETS-2, course is being reviewed to align with guidelines that will meet requirements for CalGETC.

        v. If ETS course is approved for Ethnic Studies at other colleges (NOR/MVC) but not RCC (or vice versa) we need to address at AO/VPAA/VC level.

    b. Curriculum Institute, July 9-12 (July 10-12)

        i. If you are interested, please email Lynn and Kelly

        ii. Will be at the Ontario Convention Center

        iii. Nicole, Amy, Paul, Steven, Kelly are interested.

        iv. There are sessions for online – there is registration for online only.

    c. Updates on reps whose current term is ending? Reminders to have elections

    d. Reminder about minutes cover sheet

8. Open Forum - none
Discussion forum provided for members of the committee to clarify points on agendized topics or request an item be added to a future agenda..

9. Next Meeting: May 13

Action Items: Distance Education Modifications: pg. 5

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

Information Items: All Information and Action Items for MVC and NC: pg. 6
1. Course Exclusions
2. State/Locally Approved Certificate/Degree Modifications

Attachments:

- Minutes from March 25, 2025
- Curriculum Calendar for 25-26

Action Items:

Course	Long_Title	*Rationale*	Campus
Motion to approve both DE Modifications: 1st Russell; 2nd Merrill; approved unanimously			
Distance Education Modification			
HUM-9DE	American Voices	**Approved**	NR
COMM-C1000DE	Introduction to Public Speaking	**Approved**	MNR

RCC Information Item: Course Minor Modification forwarded by Tech Review for Board Approval

JOU-2	Intermediate Reporting/Newswriting	*Updating the textbook version from 2016 to 2024*	MR

Information Items: MVC and NC Action Items for April 8

Course Exclusions

SCE-809	Computer Basics for Lifelong Learners	*No SCE courses have been scheduled at MVC in over five years, with no plans for future offerings. As SCE is not housed by any MVC department, the MVC Curriculum Chair is submitting this batch exclusion proposal.*	M
SCE-840	Craft Design for Lifelong Learners	*No SCE courses have been scheduled at MVC in over five years, with no plans for future offerings. As SCE is not housed by any MVC department, the MVC Curriculum Chair is submitting this batch exclusion proposal.*	M
SCE-811	Drawing and Painting for Lifelong Learners	*No SCE courses have been scheduled at MVC in over five years, with no plans for future offerings. As SCE is not housed by any MVC department, the MVC Curriculum Chair is submitting this batch exclusion proposal.*	M
SCE-804	Engaging Topics for Lifelong Learners	*No SCE courses have been scheduled at MVC in over five years, with no plans for future offerings. As SCE is not housed by any MVC department, the MVC Curriculum Chair is submitting this batch exclusion proposal.*	M
SCE-813	Healthy Aging for Lifelong Learners	*No SCE courses have been scheduled at MVC in over five years, with no plans for future offerings. As SCE is not housed by any MVC department, the MVC Curriculum Chair is submitting this batch exclusion proposal.*	M
SCE-830	Mature Driver Improvement for Lifelong Learners	*No SCE courses have been scheduled at MVC in over five years, with no plans for future offerings. As SCE is not housed by any MVC department, the MVC Curriculum Chair is submitting this batch exclusion proposal.*	M

Program Modification - ADT

KIN	Kinesiology	*Now that KIN-36 has been C-ID approved (C-ID: PHI 100), we would like to add this class as a new elective for the ADT in Kinesiology. Update to program learning outcomes.*	M

2025-2026 Riverside Community College District Curriculum Calendar

July 2025

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

July
- **3** Legal Holiday/Day of Observance

August 2025

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

September 2025

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

September
- **1** Legal Holiday/Day of Observance
- **2** Tech Review and DCC
- **9** College Curriculum Committee
- **16** Tech Review and DCC
- **19** CCN Launch Deadline
- **23** College Curriculum Committee
- **26** CCN Approval Deadline for Chairs and Facilitators

October 2025

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October
- **3** *Launch Deadline - All Courses and Programs*
- **7** Tech Review and DCC
- **10** Deadline for Department Chairs and Facilitators
- **14** College Curriculum Committee
- **21** Tech Review and DCC
- **28** College Curriculum Committee

November 2025

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

November
- **4** Tech Review and DCC - Last Possible TR
- **11** Legal Holiday/Day of Observance
- **13** Special College Curriculum/DCC - Last Possible
- **17** Chancellor's Cabinet Final Possible
- **18** Tech Review and DCC
- **24-27** Classes Not in Session

December 2025

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

December
- **2** Tech Review and DCC
- **2** Board of Trustees Committee - Final Possible
- **9** College Curriculum Committee
- **9** Board of Trustees - Final Possible

January 2026

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January
- **1** Legal Holiday/Day of Observance
- **19** Legal Holiday/Day of Observance

February 2026

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

February
- **13** Legal Holiday/Day of Observance
- **16** Legal Holiday/Day of Observance
- **24** College Curriculum Meeting

March 2026

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March
- **3** Technical Review & District Curriculm
- **10** College Curriculum Meeting
- **17** Technical Review & District Curriculm
- **24** College Curriculum Meeting
- **31** Legal Holiday/Day of Observance

April 2026

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April
- **7** Technical Review & District Curriculm
- **13-19** Spring Break
- **21** Technical Review & District Curriculm
- **27** CORs Effctv. for 26-27 Become Active in Meta
- **28** College Curriculum Meeting

May 2026

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May
- **5** Technical Review & District Curriculm
- **12** College Curriculum Meeting
- **19** Technical Review & District Curriculm
- **25** Legal Holiday/Day of Observance
- **26** College Curriculum Meeting

June 2026

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June
- **2** Technical Review & District Curriculm
- **6-12** Finals Week

TR/DCC meet 1st 3rd Tues; College Comm. meet 2nd 4th Tues

No mtngs: 1st week of term, finals week, or WIN/SUM