



**Curriculum Committee Draft Minutes**

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

May 28, 2024 • 3-5 pm • Hall of Fame

1. Call to Order at 3:04pm

Voting Committee Members*	Attendance Sign-in
<b>Juan Ahumada</b> , <i>Communication Studies Dept. Rep. (23-25)</i>	<b>Ellen Drinkwater</b> , <i>Articulation Officer</i>
<b>Tucker Amidon</b> , <i>English &amp; Media Studies Dept. faculty. (Spring 24; 24-26; will need a 25-27 or 26-27 term to correct)</i>	
<b>Madeline Bettencourt</b> , <i>Cosmetology Dept. Rep. (23-25; elected to revised cycle for 24-26)</i>	<b>Scott Hernández</b> , <i>Applied Technology Dept. Rep. (22-24; Pierre Ortanez elected for 24-25, (cycle correction term))</i>
<b>Parissa Clark</b> , <i>Economics/Geography/Political Science Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
<b>Paul Conrad</b> , <i>Business Admin/Info Sys Tech Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	
<b>Bobbie Grey</b> , <i>Chemistry Dept. Rep. (23-25; 25-26 (cycle correct term))</i>	<b>Steven Schmidt</b> , <i>Music Dept. Rep. (23-25); Technical Review Com Chair</i>
<b>Mark Haines</b> , <i>Dance and Theater Dept. Rep. (22-24; 24-26)</i>	
<b>Shannon Hammock</b> , <i>Library/Learning Resources Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	
<b>Robert Jew</b> , <i>Art Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
<b>Ryan Joseph</b> , <i>Life Sciences Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	
<b>DyanSue Kovacs</b> , <i>World Languages Dept. Rep. (22-24; needs a 24-25 election to correct)</i>	
<b>Amber Lappin</b> <i>School of Education and Teacher Preparation Dept. Rep. (23-25; elected to revised cycle for 24-26)</i>	
<b>Clara Lowden</b> , <i>Kinesiology/Athletics Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
<b>Karyn Magno</b> , <i>Counseling Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
<b>Valerie Merrill</b> , <i>Mathematics Dept. Rep. (22-24; 24-26; will need a 25-27 or 26-27 term to correct)</i>	
<b>Doris Namala</b> , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	
<b>Eddie Perez</b> , <i>Behavioral Science / Psychology Dept. Rep. (Spring 24; Kweku Williams elected to 24-25 correction election and 25-27 term)</i>	
<b>Brock Russell</b> , <i>Physical Sciences Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
<b>Amy Vermillion</b> , <i>Nursing Dept. Rep. (23-25; elected to revised cycle for 24-26)</i>	
<b>Non-Voting Committee Members</b>	
<b>Kelly Douglass</b> , <i>Faculty Chair**, Curriculum Committee (22-24; 24-26); English</i>	<b>David Caloca</b> , <i>ASRCC Student Representative</i>
<b>Casandra Greene</b> , <i>RCC Curriculum Instructional Support Coordinator</i>	
<b>Lynn Wright</b> , <i>VP of Academic Affairs; Administrative Co-Chair of CC</i>	<b>Alexa Salazar Trujillo</b> , <i>ASRCC Student Representative</i>
<b>Liaisons/Admin/Staff/Guests</b>	
<b>Jeanine Gardner</b> , <i>Admissions and Records</i>	

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

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

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

2. **Approval of the Agenda: 1<sup>st</sup> Vermillion; 2<sup>nd</sup> Lowden; approved by consensus**  
*The agenda will be reviewed, discussed, and considered for approval.*
3. **Approval of Minutes: May 14, 2024: 1<sup>st</sup> Amidon; 2<sup>nd</sup> Lowden; approved by consensus**  
*The minutes will be reviewed, discussed, and considered for approval.*
4. **Public comment – no comment**  
*Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.*
5. **Action Items: Curriculum proposals (see below)**  
*Curriculum proposals will be reviewed, discussed, and considered for approval and forwarding to the District Curriculum Committee.*
6. **Reports**
  - a. **Curriculum Chair – Kelly Douglass**
    - i. **Request for input and possible action item: Interdisciplinary Degree Council Proposal (see attached)**
      1. **Discussion of different areas for possible revision:**
        - a. Math and Science AoE is only three people because three areas; make it two from each area to have six (more consensus) and allow for more discipline diversity from Physical Sciences
        - b. Possible concern about the fact that most councils are six, an even number. Discussion of this as part of the need to balance getting enough faculty to volunteer for the work and needing a number divisible by three on AoE councils to represent district; agreement to try but keep in mind for possible future revision.
        - c. Make non-voting vs. voting participants more clearly demarcated in explanation
        - d. Also a general caution for everyone to be thoughtful about the roles and responsibilities whenever creating an interdisciplinary degree – who will steward? What are the roles in degree formation and how might they evolve as degrees and disciplines shift and faculty get hired, retire, etc. Important to embed institutional history/knowledge in document as needed (discussion of paralegal note on the Law, Public Policy ADT)
      2. **Motion to approve council plan to forward to DCC and Senate: 1<sup>st</sup> Lowden; 2<sup>nd</sup> Amidon; approved unanimously**
    - ii. **Recruitment for ILO Workgroup**
      1. Friendly reminder from Riverside Assessment Committee that the work of updating the language of the ILOs will need to start in the fall. Here at Riverside, we have the two RAC co-chairs, our Curriculum Chair (or designee), and a student representative ready to begin the work.
      2. Chair Douglass asked again for a designee as she knows she won't be able to serve directly; if interested, please contact Douglass so she can forward the names and contact information by August 12 to coordinate fall meetings before our schedules fill up.
7. **Remaining agenda items not shared in meeting due to shelter-in-place order. Chair Douglass noted these items were information items and would be shared via email.**

8. Meeting officially adjourned at 4:28pm

9. ~~Additional reports not shared in meeting:~~

- ~~a. Articulation Officer—Ellen Drinkwater~~
- ~~b. Instructional Programs Support Coordinator—Casandra Greene~~
- ~~c. Tech Review Chair—Steven Schmidt~~
- ~~d. VPAA—Lynn Wright~~
- ~~e. ASRCC Representative—David Caloca and Alexa Salazar Trujillo~~
- ~~f. Equity Minded Curriculum~~

10. ~~Curriculum Policy & Procedure:~~

- ~~a. Registration for June Zoom participants for Phase One AB1111 courses~~
- ~~b. Update on remaining required curriculum representative elections: Dance and Theater; World Languages~~
- ~~c. Next year's curriculum calendar
  - ~~i. Expect invites from me soon~~
  - ~~ii. August 20 for training?~~~~

11. ~~Open Forum~~

~~Discussion forum provided for members of the committee to clarify points on agenda items or request an item be added to a future agenda.~~

12. Next Meeting: **August 27, 2024**

### Attachments:

- Interdisciplinary Degree Council Proposal
- Draft minutes of May 14, 2024
- ASCCC email on Phase One AB1111 courses
- List of DE legacy-approved courses

### Action Items:

1. Course Deletions: pg. 2
2. Course Major Modifications: pg. 2
3. Distance Education: pg. 3
4. General Education: pg. 3
5. New Courses: pg. 3
6. State/Locally Approved Certificate/Degree Modifications: pg. 3

**Information Items: Course Minor Modifications for RCC:** pg. 3

**Information Items: All Information and Action Items for MVC and NC:** pg. 3

1. Distance Education: pg.

Course	Long Title	Rationale	Campus
	<i>Motion to approve Course Deletion and Major Modification and Distance Education Proposal: 1<sup>st</sup> Haines; 2<sup>nd</sup> Amidon; Yes-18; no-0; abstain-1 (Hammock): Motion Approved</i>		
	<b>Course Deletion</b>		

SPA-3N	Spanish for Spanish Speakers	Spanish 3N has not been offered at RCC for quite some time. Since the course is currently only offered at RCC, the best course of action is to launch a course deletion. <i>This course has been on hold but the certificate and degree program we were waiting on is on our agenda; we will consider it as an action item 5/28/24</i>	R Approved
<b>Course Major Modification</b>			
KIN-38	Stress Management	KIN 38 has received conditional designation for CID approval. Updating SLO's, Learning Objectives, Course Content, and Sample Assignments.	NR Approved
<b>Distance Education Proposal</b>			
PHI-32DE	Introduction to Symbolic Logic		MNR Approved
<b>General Education Proposals</b>			
<b>Motion to approve GE Proposals; 1<sup>st</sup> Joseph; 2<sup>nd</sup> Amidon; motion tabled by consensus</b>			
<b>Discussion:</b> Discussion about Area 7 concept and definition as well as the types of programs that have historically been included as exemptions for students who complete the whole program.			
<b>Motion to approve HCA GE Proposal: 1<sup>st</sup> Vermillion; 2<sup>nd</sup> Lowden; motion approved unanimously</b>			
		Proposing that students who complete the Anesthesia Technology program be exempt from RCCD GE Area 7: Lifelong Learning.	
HCA	Anesthesia Technology	Anesthesia Technology program is requesting to be listed as a program under Area 7: Lifelong Learning and Self Development – Option 1	R Approved
<b>Motion to HOLD LIB 1 GE Proposal: 1<sup>st</sup> Amidon; 2<sup>nd</sup> Conrad; 18 yes to hold; 0 no to hold; 1 abstention to hold (Hammock); motion approved</b>			
<b>Decision to Hold reflects concern that LIB 1 is a 1-unit course and the Area 7 as currently worded suggests that the 2-3 lifelong learning units must come from one of the three option areas (not a combination); committee would like DCC/Standards to consider a change to GE Area 7 language to allow for a combination of courses that add to 2-3 units. This proposal is also held because it wasn't clarified on the proposal which option the course should go in.</b>			
		Proposal to add LIB 1 to RCCD GE Area 7: Lifelong Learning and Self-Development.	
		The course outline of record for LIB 1: Introduction to Information Literacy "presents the fundamentals of the effective use of libraries, electronic databases, and retrieve	
LIB-1	Introduction to Information Literacy		MNR Hold
<b>New Course</b>			

PSY-60	Independent Study in Psychology	<i>Psychology majors want to gain experience in performing research studies. Will remain on hold until BP/AP is complete; may return to Tech Review agenda for re-evaluation against revised BP/AP</i>	MNR <b>Hold</b> Move back to TR agenda?
<b>Program Modification: Degree and Certificate</b>			
<b><i>Motion to approve Program Modification: 1<sup>st</sup> Amidon; 2<sup>nd</sup> Merrill; approved unanimously</i></b>			
EDU	Education Paraprofessional	<i>The course SPA-3N is no longer being offered, Students can choose between SPA 1 or 2.</i>	R <b>Approved</b>
<b>Information Items: RCC Minor Modifications</b>			
CAT-846	Access Skills: Creating and Using Tables	<i>Two year review. Update for Office 365 course materials (in 2024).</i>	R
CIS-846	Access Skills: Creating and Using Tables	<i>Two year review and update for Office 365 course materials (in 2024)</i>	R
<b>Information Items: MVC/NC Action Item</b>			
MAT-32DE	Introduction to Symbolic Logic		MN

**TIGER PRIDE VALUES**

**Tradition and Innovation:** We work collaboratively to develop flexible and creative solutions to meet the evolving needs of our community and embrace change while respecting our tradition and legacy of strong partnerships.

**Integrity and Transparency:** We promote an environment of trust by being honest, fair, transparent, and equitable. We honor our commitments to our students, staff, and communities.

**Growth and Continual Learning:** We commit to intellectual inquiry, reflection, professional development, and growth for all stakeholders. We adjust our teaching practices to provide equitable opportunities and outcomes and to encourage continual learning for our students, faculty, and staff.

**Equity-Mindedness:** We promote social justice and equity.

**Responsiveness:** We respond to the needs of our students and communities through engagement and collaboration.

**Student-Centeredness:** We create meaningful learning environments that value the strengths and experiences our students bring and that support students in developing and accomplishing their personal, education, and career goals.