



Curriculum Committee **Draft** Minutes

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

March 11, 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 2:35pm (Note that yellow names on the agenda require an election this year; gray names may have a correction election or can wait until next year -KD)

Voting Committee Members Present	Absent Members
Juan Ahumada , <i>Communication Studies Dept. Rep. (23-25)</i>	Bobbie Grey , <i>Chemistry Dept. Rep. (23-25; need a 1-year 25-26 cycle correction term)</i>
Tucker Amidon , <i>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)</i>	Mark Haines , <i>Dance and Theater Dept. Rep. (24-26)</i>
Nicole Banerjee , <i>Articulation Officer</i>	Amy Vermillion , <i>Nursing Dept. Rep. (24-26)</i>
Madeline Bettencourt , <i>Cosmetology Dept. Rep. (24-26)</i>	
Parissa Clark , <i>Economics/Geography/Political Science Dept. Rep. (23-25; need a 1-year 25-26 term to correct)</i>	
Paul Conrad , <i>Business Admin/Info Sys Tech Dept. Rep. (24-25) (next cycle for regular length term 25-27)</i>	
Doug Finfrock , <i>Kinesiology/Athletics Dept. Rep. (25-26)</i>	
Shannon Hammock , <i>Library/Learning Resources Dept. Rep. (24-25 and 25-27) (next cycle for regular length term 25-27)</i>	
Robert Jew , <i>Art Dept. Rep. (23-25; 25-26)</i>	
Ryan Joseph , <i>Life Sciences Dept. Rep. (24-25; 25-27)</i>	
Tommy Korn , <i>World Languages Dept. Rep. (24-25) (next cycle for regular length term 25-27)</i>	(observing in Zoom)
Amber Lappin , <i>School of Education and Teacher Preparation Dept. Rep. (24-26)</i>	(observing in Zoom)
Karyn Magno , <i>Counseling Dept. Rep. (24-26)</i>	
Valerie Merrill , <i>Mathematics Dept. Rep. (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)</i>	
Skyler Murdock , <i>Applied Technology Dept. Rep. (Spring 25)</i>	
Doris Namala , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (24-25) (next cycle for regular length term 25-27)</i>	
Brock Russell , <i>Physical Sciences Dept. Rep. (23-25) (need a 25-26 term to correct)</i>	
Steven Schmidt , <i>Music Dept. Rep. (23-25); Technical Review Com Chair</i>	
Kweku Williams , <i>Behavioral Science / Psychology Dept. Rep. (Spring 25 & 25-27)</i>	
Non-Voting Committee Members	
Kelly Douglass , <i>Faculty Chair**, Curriculum Committee (24-26); English</i>	Harley Glenn , <i>ASRCC Student Representative</i>
Casandra Greene , <i>RCC Curriculum Instructional Support Coordinator</i>	Lynn Wright , <i>VP of Academic Affairs; Administrative Co-Chair of CC</i>
Liaisons/Admin/Staff/Guests	
Jeanine Gardner , <i>Admissions and Records</i>	(in Zoom)
Bryan Medina , <i>RCCD Curriculum Analyst</i>	(in Zoom)
Mia Timme , <i>Instructional Department Specialist, English Media Studies and World Languages; IDS Liaison</i>	

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

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

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

2. **Approval of the Agenda: 1st Amidon; 2nd Williams; Approved by consensus**
The agenda will be reviewed, discussed, and considered for approval.
3. **Approval of Minutes: February 25, 2025: 1st Amidon; 2nd Williams; Approved by consensus**
 (Chair Douglass notes that Casandra Greene’s “crosswalk” between Phase III CCN and our aligned courses was missing from draft minutes from February 25; she will add to both those minutes and this week’s)
The minutes will be reviewed, discussed, and considered for approval.
4. **Public comment - none**
Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.
5. **Action Item: RCCD GE Area 7 Changes to “options” and phrasing about units (see attached)**
 - a. Proposal is to remove options language in lifelong learning area. No course changes. Directions previously said choose from option 1, 2 or 3. It is now choose 2 units – and options are removed and all courses count towards the required units.
 - b. Motion to approve: 1st Magno; 2nd Williams**
 - c. Need to add comma in last sentence after “certificate”**
 - d. Approved (16 Yes; 0 No; 3 Abstention Korn, Lappin, Murdock)**
6. **Reports**
 - a. Curriculum Chair – Kelly Douglass
 - i. 25-26 Calendar input/discussion (see attached)
 1. Special dates to note are the following:
 - a. **CCN:** See second page for additional details
 - i. **9/19** – Launch Deadline
 - ii. **9/26** – Chair/Facilitator Approval Deadline
 - b. **All Other Curriculum:**
 - i. **10/3** – Launch Deadline for **ALL** other curriculum, courses **and** programs (and DE without drama)
 - ii. **10/10** – Chair/Facilitator Approval Deadline
 2. **Discussion Special Meeting: Thursday, November 13** in order to make it to the December Board.
 - a. Questions about possibly conflicts with hybrid courses
 - b. Questions about possibly moving TR/DCC and letting college meet on one of the TR/DCC Tuesdays.
 - c. Will explore at Tech Review and bring back with more options
 - ii. Lifelong Learning and Self-Development descriptor (see attached)
 1. Seeking input to affirm or take back to Standards
 2. Reminder: this is a requirement only for students who are getting a local GE degree and not for transfer

3. Douglass explained effort to try and wed local past practice captured in AO original draft with [ASCCC language](#) from resolution about keeping Lifelong Learning that also references goals of the category and past practice.
 4. Discussion regarding several grammar and wording aspects. Final changes for the edit suggestions:
 - a. Have the pre-list stem read “Students completing courses in Area 7 will:”
 - b. At the end of a and b, add “; and/or”
 - c. At the end of a, add “, and strategies for academic success”
 - d. Douglass will also work on draft language to incorporate into item b the ASCCC resolution language about inequity and health disparities
 - e. Douglass will also do a general read for redundancies and wordiness
- iii. Academic Standards Representative Election
1. Clara Lowden was previous representative; she retired so we need a new rep
 2. **Brock Russell nominated to serve as Academic Standards representative: 1st Merrill; 2nd Williams; Approved ((16 Yes; 0 No; 3 Abstention Korn, Lappin, Murdock)**
- iv. Report from TR/DCC
1. Publisher Statement required if listed on DE addendum
 2. Recall that we learned at our last meeting about Phase 2 courses being broken into two phases and that we will get templates for
 - a. [2A templates just became available this week in HIS, ENG, ECON, and ART History](#) and those have to be submitted in the fall
 - b. Douglass will send our locally created guide for assembling local COR and CCN for disciplines to work with (will need to review at TR/DCC and have a final version later)
 - c. 2B (Bio, Chem, Math, Astronomy, Anthropology, Comm, Soc, and Child Dev) we will get in April or May that have to be submitted Fall 2026
 - d. Phase 3 – also have to be submitted in Fall 2026 – we will get by sometime between Dec. 2025 and Feb. 2026 per the CCN ppt we saw. [Surveys are out now](#) but “convenings” will happen over summer.
 - e. **SHARE THIS SURVEY^^^ WITH YOUR DISCIPLINES IF YOU HAVE A PHASE III COURSE.** They are in the “Open Surveys” section and will be open through April 15.

- f. Disciplines will have until April 15 to work with their Senate Presidents to nominate people for the convenings in June.
- g. From the ASCCC Email that Rep. Schmidt shared in the meeting:

Convening Date and Time: June 2, 3, 4, 5 (1pm - 4pm)

Disciplines: Administration of Justice
* Child Development
* Early Childhood Education
History
Philosophy

Nomination Notes

* Child Development and Early Childhood Education courses will be addressed by a single CCNFW.

Convening Date and Time: June 9, 10, 11 (1pm - 4pm)

Disciplines: * Biology (Anatomy & Physiology)
* Biology (Microbiology)
Communication Studies
** English as a Second Language
Political Science

Nomination Notes

* Two CCNFWs will be formed for Biology with one group addressing Anatomy & Physiology and one group addressing Microbiology. Nominations should be by course for this discipline - two for A & P and two for Microbiology.
** Faculty nominated for this discipline should teach academic reading and writing for multilingual learners.

Convening Date and Time: June 16, 17, 18 (1pm - 4pm)

Disciplines: Art History
Chicana/o Studies
Kinesiology
Music

Convening Date and Time: June 23, 24, 25, 26 (1pm - 4pm)

Disciplines: Accounting
* Business
Mathematics
** Psychology
*** Sociology

Nomination Notes

* Faculty nominated for this discipline should include, but not be limited to, those who teach a Business Statistics course as possible.

** Faculty nominated for this discipline should include, but not be limited to, those who teach a Psychology Statistics course as possible.

*** Faculty nominated for this discipline should include, but not be limited to, those who teach a Sociology Statistics course as possible.

3. Also discussed at this February curriculum regional conference were changes to Title 5, the implementation of which we still do not know.
 - a. There may be changes for course outline of record about putting language on CORs on how all students, regardless of abilities, can be successful with the material. More to come as information is received.
 - b. Other change relates to the new accounting system which funds based on units and not hours (some of these notes are from a listserv explanation from Erik Shearer, Vic President of Instruction for Butte-Glenn Community College District and long time ASCCC presenter on units/hours at many Curriculum Institutes)
 - i. [ES:]Under the new system, colleges will claim 18 hours per unit of lecture and 54 hours per unit of lab based on the maximum allowable calculations, even if they use a 16-week, 17-week, or 17.5-week divisor on their CORs
 - ii. [ES:]This will present an issue for some courses in our curriculum because our credit hour calculations allow for hours in a range between those needed to produce the exact increments of credit. For example:
 1. 54 hours of lecture
 2. 18 hours of lab
 3. 108 hours of homework
 4. $180 \text{ total student learning hours} / 54 = 3.33$
 5. For colleges that use .5 increments, this is a 3 unit course
 - iii. [ES:] Under the new attendance accounting system, the college will not be able to claim the 18 hours of lab for this course because it doesn't produce the minimum increment of credit.
 - c. Douglass noted at District Curriculum Committee meeting that this would have huge implications for services and resources offered to students, faculty load (and ability to meet load), course caps in some cases, and more; VC Zhai from draft minutes of 3/4/25 DCC: "The research office is running simulations to see what the new accounting method looks like. We want to ensure we have the correct data first before it is shared broadly, but we plan to meet

with the VPAAAs within the coming week to discuss the simulation”

- d. Discussion about future concerns including that it may give administrators the ability to address resources for students as “wasteful;” noted definitely impacted disciplines include CIS/CSC, ENGL, MAT, world languages and likely some CTE and applied tech disciplines; discussion that rationale across state is that this is a better funding model and doesn’t penalize colleges for calendar length or other factors
 - e. Potential to be a very big deal, but right now, we don’t have info
- b. Articulation Officer – Nicole Banerjee – no report
 - c. Curriculum Coordinator – Casandra Greene
 - i. 25-26 catalog is set to publish March 21
 - ii. Casandra will not be at the next meeting, but Bryan Medina will cover
 - iii. Presentation on operational plan for AB 1111 and AB 928 (see attached)
 - d. Tech Review Chair – Steven Schmidt – no report
 - e. VPAA – Lynn Wright - no report
 - f. ASRCC Representative – Harley Glenn - no report
 - g. Equity-Minded Curriculum: Faculty rep shared a story of a group of students asking if they were a “hard grader.” We must remind students they can learn and grown and gain knowledge in their endeavors. Knowledge is what you acquire to solve a problem. Knowledge is not transactional.
7. Curriculum Policy & Procedure:
- a. CCN Surveys Update – see above and attachments list – already reported
 - b. COR vs. C-ID vs. CCN template – tabled for next meeting
8. Open Forum – None
Discussion forum provided for members of the committee to clarify points on agenda topics or request an item be added to a future agenda..
9. Meeting adjourned at 4:17pm; Next Meeting: March 25, 2025

Information Items: Course Minor Modifications for RCC:

CIS-41D	Advanced Security Concepts and Prac- tices	Updating course text- books.	MR
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Information Items: All Information and Action Items for MVC and NC:

Course Inclusions

		<p>Moreno Valley College would like to add KIN A37 to our curriculum to continue to offer new and updated Kinesiology activity courses for our students. This course will provide our students with critical skills in self defense that will greatly benefit physical and mental health, in addition to earning 1 unit in Kinesiology.</p> <p>We currently do not have any courses similar to this course in our curriculum and this would add variety to the courses we offer students.</p>	
KIN-A37	Self Defense		M
KIN-V94	In-Season Varsity Sport Conditioning	<p>We are currently adding a Club Flag Football Team and competing in the upcoming against other community colleges starting in the spring 2025 semester. With the popularity of the sport growing and the addition of a team at Moreno Valley College we would like to be prepared to offer our students a in/out of season conditioning course.</p>	M
KIN-V95	Out-Of-Sea- son Sport Conditioning	<p>We are currently adding a Club Flag Football Team and competing in the upcoming against other community colleges starting in the spring 2025 semester. With the popularity of the sport growing and the addition of a team at Moreno Valley College we would like to be prepared to offer our students a in/out of season conditioning course.</p>	M
Program Modification – ADT			
ART	Studio Arts	<p>ART-19 supplements the core classes within the current ADT well. It offers students a course to explore important contemporary methods and materials relevant to art making today. Listing ART-19 as an elective will increase enrollment, as students earning an ADT in Studio Arts will and should receive elective credit toward their degree when taking this course.</p>	N

Attachments:

- Minutes from February 25, 2025
- RCCD GE Area 7 language and course options
- 25-26 Curriculum Calendar Proposal
- Lifelong Learning and Self-Development Descriptor
- Phase III course crosswalk list
- [ASCCC Resolution on Lifelong Learning and Self-Development courses](#)
- [Phase II\(A\) CCN templates](#)
- [Phase III Surveys](#)
- Presentation on operational plan for AB1111 and AB 928

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.