



Curriculum Committee Draft Minutes

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

August 27, 2024 • 3-5 pm • Hall of Fame

Zoom link for Fall 2024 public attendees: Coming soon!

1. Called to Order at 2:36pm

Voting Committee Members Present	Voting Members Absent
Juan Ahumada , <i>Communication Studies Dept. Rep. (23-25)</i>	Shannon Hammock , <i>Library/Learning Resources Dept. Rep. (24-25 (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)</i>	Kweku Williams , <i>Behavioral Science / Psychology Dept. Rep. (24-25 cycle correction term and 25-27)</i>
Madeline Bettencourt , <i>Cosmetology Dept. Rep. (24-26)</i>	
Parissa Clark , <i>Economics/Geography/Political Science Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
Paul Conrad , <i>Business Admin/Info Sys Tech Dept. Rep. (24-25 (cycle correction term))</i>	
Ellen Drinkwater , <i>Articulation Officer</i>	Waiting on ASRCC representation
Bobbie Grey , <i>Chemistry Dept. Rep. (23-25; 25-26 (cycle correct term))</i>	
Mark Haines , <i>Dance and Theater Dept. Rep. (24-26) [present via zoom]</i>	
Robert Jew , <i>Art Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct)</i>	
Ryan Joseph , <i>Life Sciences Dept. Rep. (24-25 (cycle correction term))</i>	
Tommy Korn , <i>World Languages Dept. Rep. (needs a 24-25 election to correct)</i>	
Amber Lappin <i>School of Education and Teacher Preparation Dept. Rep. (24-26)</i>	
Clara Lowden , <i>Kinesiology/Athletics Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
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)</i>	
Doris Namala , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (24-25 (cycle correction term))</i>	
Pierre Ortanez , <i>Applied Technology Dept. Rep. (24-25, (cycle correction term))</i>	
Brock Russell , <i>Physical Sciences Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct))</i>	
Steven Schmidt , <i>Music Dept. Rep. (23-25); Technical Review Com Chair</i>	
Amy Vermillion , <i>Nursing Dept. Rep. (24-26)</i>	
Non-Voting Committee Members	
Kelly Douglass , <i>Faculty Chair**, Curriculum Committee (22-24; 24-26); English</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>	
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 Merrill; approved by consensus**
The agenda will be reviewed, discussed, and considered for approval.
3. **Approval of Minutes: May 28, 2024: 1st Amidon; 2nd Joseph; approved by consensus**
The minutes will be reviewed, discussed, and considered for approval.
4. **Public comment - none**
Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.
5. **Curriculum proposals (see below)**
Curriculum proposals will be reviewed, discussed, and considered for approval and forwarding to the District Curriculum Committee.
 - a. **No Action:**
 - b. We held Gen Ed for Lib 1 – department was going to look at how it would be assigned; need to hear from department rep on update
 - c. PSY 60 – still waiting for the BP/AP which has not been finalized; Douglass will request at TR/DCC to move it back to Tech Review
6. **Reports**
 - a. Curriculum Chair – Kelly Douglass
 - i. CCN and AB1111 Updates for Phase One (if available): COM, ENG, MATH, POL, PSY
 1. Phase I – We heard from ASCCC President Aschenbach last Friday (see your email for forwarded message) ASCCC has done their part, waiting on CSU/UCs to do their part. Once they agree to the template we will move forward (including common name, numbering, core competencies) once we have that courses approved as matching the template will automatically have CSU/UC articulation if they agree.
 2. Webinar will be held every Wed in Sept from 12-1 to address AB1111; memo and recording will accompany.
 3. There is a huge lift on implementation of this so please show patience and grace on those doing the behind the scenes work.
 4. We will have a better understanding after the first 5 go through and we will have a better idea on how to handle the next batch.
 5. Likely will not have template language in CurricUNET. Will be similar to the articulation process
 - ii. September curriculum memos (more from VPAA Wright?) – see 6.a.i.2 above
 - iii. ILO Review committee convening – September 23 deadline for volunteer
 1. Assessment committee – is embarking on a project to assess the instructional learning outcomes (Gen Ed SLOs).
 2. Process was brought forward in Spring.
 3. Need a curriculum committee member to serve on group to provide a curriculum perspective; please contact Chair Douglass to forward your names to Assessment Co-Chairs Denise Krueger-Muro and Rosa Frasier
 4. Likely monthly zoom meetings; once group is identified they will send a scheduling poll

- iv. Please email Kelly and Steven if there are new hires, leadership changes, or retirements in your area.
- b. Articulation Officer – Ellen Drinkwater
 - i. ADT/TMC AB928 updates (with Casandra Greene)
 - 1. Ellen and Casandra will be sending an email for review and approval of the ADTs with clerical changes. We need the departments to approve.
 - 2. The point of AB1111 is to make common numbering across California Community Colleges – for example, CHEM101 at any community college in California will be the same as any other CHEM101 and will transfer the same to CSU/UC regardless of the modality. The UC/CSU will have the option to dictate the modality, but this too would be the same across all CCCs.
 - ii. Curriculum Institute highlights from the AO view
 - 1. The importance of COR and it being a legal binding document.
 - 2. Students need to see themselves reflected in the curriculum.
 - 3. CalGETC – new version was approved. Reaffirmed and clarified the language.
- c. Instructional Programs Support Coordinator – Casandra Greene
 - i. RCC Catalog updates: no printed versions available because the new catalog module from curricunet is amazing and shows changes immediately but to print the catalog would be 900 pages. If there is a specific section you use regularly and need, request from Casandra.
 - ii. Course compliance report: Please make sure to review your spring report to ensure courses are getting submitted to remain in compliance.
 - iii. PSY/SOC 48 impact updates: part of the ADT changes messages going out to departments
 - iv. Curriculum Institute highlights from the Curriculum Specialist view: Casandra went to several sessions on Work Experience and how to implement changes
- d. Tech Review Chair – Steven Schmidt
 - i. Handbook updates
 - 1. With all of the changes, we are not doing the full update just yet.
 - 2. 2021 – still relevant but links were outdated/moved. Steven will be uploading the corrected links version shortly.
- e. Curricunet updates
 - 1. Minor updates are happening.
 - 2. We expect major updates coming in the next year.
- f. VPAA – Lynn Wright
 - i. Liquid catalog – still challenging to not having a printed but a lot of benefits
 - ii. Curriculum Institute highlights from the VPAA view:

1. A lot of discussions about infusing DEIA (Diversity, Equity, Inclusion, Access) into curriculum.
 2. Two sessions on work experience in curriculum. Still some confusion in some areas; complex changes but paying attention
 3. Sample AI policy statement is being worked on this fall at state level
 4. Standardized attendance accountant methodology for apportionment – standard is WSH, but other methods are getting less. As a result of access and equity – students want and are excelling at short term courses, but the college was getting less apportionment. Moving forward more equity in getting the same apportionment. Our District will make a decision by Fall 2026 of when we implement the coding and opt in. **Headline: the four different accounting types will go away and be all one type** (Dr. Wright has full info)
- iii. September memos from State Chancellor’s office: There will be a memo that corresponds to each September webinar.
- g. ASRCC Representative – TBA – no report; no representative yet.
 - h. Equity-Minded Curriculum items from Clark, Douglass, Merrill, Namala:
 - i. This agenda item is open ended and is for anyone to share anything with a focus on equity for students and are geared to close equity gaps and help students succeed.
 - ii. Equity minded curriculum summary of items from last year. Will include in the minutes. Please send it out to the department.
 - iii. Curriculum institute was very equity focused; many resources at their website for the Curriculum Institute (<https://www.asccc.org/events/2024-curriculum-institute>) - Scroll all the way to the bottom and look for the drop down menu that says “Presentation Materials”
 - iv. Challenges with students wanting to add classes – when we strategically have a place to direct them too (maybe a late start class) this can really help them be successful.
 - v. Activity for beginning of semester – snowballs and airplanes game.
 1. Give students two pieces of paper, one white, one brightly colored
 2. Write a fear related to the subject or academia in general on the white paper; write an academic goal on the paper – maybe why they are here
 3. Crumple the white paper and throw them at faculty member: discuss how snow melts, we don’t dwell on fear, when the snow melts we get a fresh start, etc. Throw the snowballs away.
 4. Make a paper airplane out of the bright paper with goal. (But don’t throw it) Keep it where you will see it or can look at it (folder?); return to that airplane, that goal when you are struggling to remember why you are here.
 - vi. Engagement Centers – use them as a resource for students.
7. Curriculum Policy & Procedure:

- a. Reports from Curriculum Institute Representative Attendees (Amy, Amber, Paul, other?)
 - i. Amy Vermillion: Baccalaureate degrees at community colleges
 - 1. Assembly bill is proposing bringing forward Nursing to be offered as BA at CCCs, at governors’ desk – limited pilot of 10 colleges
 - 2. Cost for students would be at CCC rates.
 - 3. What does upper curriculum look like? If we get this – we will be required to offer upper division coursework; more on that when we get there!
 - ii. Amber Lappin: As first-time attendee – was great opportunity. Allows you to feel connected to the culture of curriculum.
 - 1. Non-Credit – has opportunities for equity and students not sure they are ready to commit.
 - 2. Mirrored classes also great opportunity to enter courses.
 - 3. Non-Credit Basics PowerPoint has great information.
 - 4. Universal Design for Learning – materials provide great guidelines for modes of assignments.
 - iii. Paul Conrad will share at next meeting (running out of time)
 - b. Best Practice from CI 2024: Spring annual district discipline curriculum review days
 - i. Consider in your discipline an annual spring district discipline meeting – once a year – late feb/early march – discuss what needs to be worked on? Work on it in the spring for launch before summer.
 - ii. It would limit the huge curriculum lift in the fall.
 - c. Local GE discussion continues across the state
 - i. Lifelong learning continues to be a discussion across the state.
 - ii. An area for us to consider in the future could be to create our own clearer definition of what lifelong learning is in order to preserve our institutional memory and practice and have a rubric for future proposals. (Something for later....)
8. Open Forum: request to agendize for next meeting DE Approval forms on legacy courses.
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: September 10, 2024

Action Items:

Course	Long Title	Rationale	Campus
General Education Proposals			
<p><i>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.</i></p>			

		<i>Proposal to add LIB 1 to RCCD GE Area 7: Life-long Learning and Self-Development.</i>	
LIB-1	Introduction to Information Literacy	<i>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</i>	MNR Held at May 28 meeting; see notes above
New Course			
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 Held at May 28 meeting with question about moving back to TR agenda to wait for BP; TR/DCC will discuss timeline and process on Sept. 3; no action today

Attachments:

- May 28, 2024 final draft minutes
- Equity minded Curriculum Items 2023-24

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.