Riverside City College
Curriculum Committee Approved Minutes
September 12, 2017, Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Megan Bottoms**, *RCC Student Activities Coordinator*
☑	**Dan Borses**, *History*	**Carol Farrar**, *Vice President of Instruction*
☑	**Ellen Brown-Drinkwater**, *Counseling/Articulation*	**Wendy McKeen**, *Mathematics*
☑	**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, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
☑	**Kathy Kelly**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
☑	**Paul Richardson**, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

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

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

C.   The **minutes** of May 23, 2017 were not considered. Approval of minutes postponed until next meeting.

E.   **Open Hearing:**

- Kelly Douglass asked a question regarding how a course can be taught by another faculty member, in another discipline. This is often referred to as "cross-listing" of disciplines, which is shown on the Information Page within META. Discussion on differences between this situation

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.

and "cross listing" of courses between disciplines, where credit is given to students for either course offered.

- Questions regarding courses that seem to be in "limbo" within the approval process.

D.   **Announcements:**

- Dr. Farrar's office provided hard copies of the recently updated PCAH for curriculum committee members. All members were thankful for this effort.

F.   **Curriculum Policy & Procedure:**

- Statewide Curriculum Update

  o   Discussion on "local curriculum approval" processes developed by the State Chancellor's Office, and how this will result in further scrutiny at the local curriculum committees.

- Curriculum Institute Update

  o   Several curriculum committee members shared their experiences at the recent Curriculum Institute, held at the Riverside Convention Center.

  o   The Curriculum Committee expressed its gratitude to both Dr. Isaac and Dr. Farrar for the support in sending faculty, staff, and administrative personnel to the institute.

  o   Discussion on continued need for representation at the Institute, regardless of "level" of "expertise" in curriculum.

- PCAH Update

  o   As stated above, Dr. Farrar's office provided copies of the updated PCAH adopted by the State Academic Senate.

  o   Discussion on the role of the PCAH, Title 5 and education code application to curriculum.

- Statewide ADT Update

  o   Dr. Farrar's office encouraged the development of Associates Degree for Transfer (ADT) where appropriate.

  o   Currently, there is only one ADT that is *required* to be developed (Film, TV, and Electronic Media).

  o   Other disciplines were mentioned as having the potential of developing an ADT.

  o   Chemistry, biology and kinesiology may need to be resubmitted for an ADT.

  o   Discussion on the process to "add" honors courses into an ADT, where the "non-honors" course currently resides. All ADT's would have to be modified to add these courses (it is not automatic).

- RCCD Curricular Update with State Inventory

- o Dr. Farrar discussed the college/districts efforts to reconcile local inventory with statewide inventory. Other issues currently being worked on include a "clean up" of all three college catalogs within the District, especially regarding courses no longer offered.
- TOPS Code Faculty Responsibility
  - o One area of concern is within every course outline is an assigned Taxonomy of Programs (TOPS) code.
  - o This is a faculty obligation, but historically TOPS codes were input by administrative personnel.
  - o Faculty were reminded their responsibility with TOPS code alignment, and were encouraged to double-check TOPS codes for existing courses, and all new courses.

G.   **Approval Items**

1. New Stand Alone Courses: Motion (Douglass/Jew/Unanimous with Borses/Reyes abstained) to approve the following new stand-alone course.

Course	Title	Location	Comment
The following new course is being proposed to be included in the Honors Program at Riverside City College.			
ART-1H	Honors History of Western Art: Prehistoric, Ancient, Medieval	R	**Course proposal approved.**

2. Course Inclusions: None.

3. Distance Education: No action taken.

Course	Title	Location	Comment
REA 82 DE	College Reading and Strategies	MNR	This DE proposal was initially postponed for further clarification. No action taken.

4. Minor Course Modifications: None.
5. Major Course Modifications: None.
6. Course Exclusions: None.
7. Course Deletions: None.
8. New State Approved Certificates/Degrees: None.
9. State/Locally Approved Certificate/Degree Modifications: None.
10. State Certificate/Degree Deletions: None.

Information Items:

1. New Stand Alone Courses:

Course	Title	Location	Comment
ADJ-K1A	Code Enforcement Basics	M	

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

Attachments:

- PCAH Update
  - Link to document
    (http://extranet.cccco.edu/Portals/1/ExecutiveOffice/Board/2016_agendas/July/PCAH_6thEdition_Final_June2016_kc.pdf).
  - Power Point presentation on PCAH changes
    (http://ciac.csusb.edu/2016Conf/PCAH%20Update%20CCC%20Segment%20(Breakout%20Session%20V).pdf).
- ADT Progress Report
  - (http://extranet.cccco.edu/Portals/1/AA/Credit/TMC%20All%20Campus%20Updates/2017/Copy_of_ADT_Progress_report_as_of_6_7_2017.pdf).

The meeting adjourned at 430pm.

Riverside City College
Curriculum Committee Approved Minutes
September 26, 2017 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Megan Bottoms**, *RCC Student Activities Coordinator*
☑	**Dan Borses**, *History*	**Carol Farrar**, *Vice President of Instruction*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Ellen Drinkwater**, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
☑	**Mark Haines**, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
	Robert Jew, *Art*	
☑	**Kathy Kelly**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, *Mathematics*	
☑	**Paul Richardson**, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**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 (Richardson/Star/Unanimous).

C.   The **minutes** of May 23, 2017 were approved (Phelps/Magno/Unanimous) with corrections. The minutes of September 12, 2017 were approved (Phelps/Richardson/unanimous – abstentions Borses/Reyes/Thaler) with corrections.

E.   Open Hearing:

- Questions regarding proposals within META that are "stagnant," or fields that seem to be not available to work on.

- SLO's vs. Objectives

    o   SLO's are an accreditation standard.

    o   Course objectives are a Title 5 mandate.

o Course outlines will include both, when appropriate.

o Suggestion this year that all new major mods differentiate between SLO's/Objectives.

o There is no "hard deadline" where courses need this partition.

o Suggestion – as courses are updated, partition these two components.

D. Announcements: No announcements made.

F. Curriculum Policy & Procedure:

- Role of faculty, Administration, and Staff in curricular development and consideration.
    o Faculty are responsible for curricular matters, including generation, approval, and ensuring curriculum is current.
    o Administration is fundamentally important in curriculum, especially in regards to bringing to the attention of faculty issues associated with curricular decisions.
    o Support staff ensure that curricular decisions made by faculty are reported and logistically implemented.
- Cross-listing of courses, and disciplines within a course.
    o There are two types of "cross listing" of courses, which may offer some confusion.
        ▪ A single course "cross-listed" among multiple disciplines.
            • This allows this a single COR to be taught by faculty which meets minimum qualifications for all associated disciplines on the COR.
            • As an example, in HES 1, there are several disciplines which are approved to teach this course. Faculty in those disciplines can all teach HES.
            • This allows a single course to be taught from varying discipline perspectives, which may confer greater diversity and student experience in the course.
            • The course is "housed" with the primary discipline, and it is this primary discipline which can approve additional disciplines. This is often based on the State Minimum Approved Qualifications standards – but this is not a requirement.
        ▪ "Cross-Listed Courses" are two courses, associated with different disciplines that are "equivalent" with one another.
            • They have matching COR's, and students can take either course, and receive the same credit towards degree's or certificates.
            • In this case, both disciplines design, develop, and keep current the shared CORs.

- If one COR is proposed to be modified, both disciplines for this cross-listed course need to approve the changes collaboratively. This requires communication between both affected disciplines.

- Any modification to one course must be proposed for the cross-listed course as well, adhering to the curricular approval process.

- Program development and discontinuance.
  - Discussion on the current policies on program development and discontinuance.
  - Program development is an intensive and time-consuming process, that requires thought and effort in its development.
  - Program discontinuance is outlined in policy, and should have the same scrutiny as in program development.
  - The phrase "courses are no longer being offered" is insufficient rationale for a program's discontinuance.

G. **Approval Items**

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

3. Minor Course Modifications:

Course	Title	Location	Comment
ACC 62	Payroll Accounting	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
BUS 47	Applied Business and Management Ethics	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.

4. Major Course Modifications:

Course	Title	Location	Comment
COS 62A	Level I Esthetician Concepts	R	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
COS 62B	Level II Esthetician Concepts	R	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
EAR 33	Infant and Toddler Development	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
EAR 34	Infant and Toddler Care and Education	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
EAR 38	Adult Supervision and Mentoring in Early Care and Education	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.

Course	Title	Location	Comment
EAR 40	Introduction to Children with Special Needs	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
EAR 44	Administration I: Programs in Early Childhood Education	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
EAR 45	Administration II: Personnel and Leadership in Early Childhood Education	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
SOC 2	American Social Problems	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.

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

7. Course Deletions:

Course	Title	Location	Comment
HIS 8	History of the Americas	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.
HIS 9	History of the Americas	MNR	First reading. Consideration postponed to next Riverside curriculum for committee membership review.

8. New State/Locally Approved Certificates/Degrees:

Program Name	Location	Comment
Pipe Welding	R	First reading. Consideration postponed to next Riverside curriculum for committee membership review.

9. State/Locally Approved Certificate/Degree Modifications: None
10. State/Locally Approved Certificate/Degree Inclusions: None
11. State/Locally Approved Certificate/Degree Exclusions: None

Information Items:

1. New Stand-Alone Courses:

Course	Title	Location	Comment
CIS 8	Fundamentals: Information Systems Security Auditing	M	

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

4. Major Course Modifications:

Course	Title	Location	Comment
GAM 53	Game Engine Scripting II	N	

5. Course Inclusions:

Course	Title	Location	Comment
CAT 90	Microsoft Outlook	M	
CIS 90	Microsoft Outlook	M	
MAG 53	Human Relations	M	
MAT 90A	Special Topics In Arithmetic: Whole Numbers	M	
MAT 90B	Special Topics In Arithmetic: Fractions	M	
MAT 90C	Special Topics In Arithmetic: Decimals	M	
MAT 90D	Special Topics In Pre-Algebra: Rational Numbers and Introduction to Variables	M	
MAT 90E	Special Topics In Pre-Algebra: Real Numbers and an Introduction to Algebra	M	
MAT 90F	Special Topics In Pre-Algebra: Algebraic Expression and Equations	M	

6. Course Exclusions: None.

7. Course Deletions:

Course	Title	Location	Comment
PHT 13	General Surgery	M	

8. New State/Locally Approved Certificates/Degrees: None.
9. State/Locally Approved Certificate/Degree Modifications: None
12. State/Locally Approved Certificate/Degree Inclusions: None
13. State/Locally Approved Certificate/Degree Exclusions: None

The meeting adjourned at 412pm.

Riverside City College
Curriculum Committee Approved Minutes
October 10, 2017 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
	Jay Boshara, *Economics/Geography/Political Science*	**Megan Bottoms**, *RCC Student Activities Coordinator*
☑	**Dan Borses**, *History*	**Carol Farrar**, *Vice President of Instruction*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Ellen Drinkwater**, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
☑	**Mark Haines**, *Dance*	
	Shannon Hammock, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
☑	**Kathy Kelly**, *World Languages*	
	Clara Lowden, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
	Eddie Perez, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**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/Star/Unanimous).

C.   The **minutes** of September 26, 2017 were approved (Phelps/Haines/Unanimous with R. Jew abstaining).

D.   Open Hearing:

- No items discussed.

E.   Announcements:

- No items discussed.

F.   Curriculum Policy & Procedure:

- Clarification on course minor modification approvals.

- o Course minor modifications are submitted to technical review, after discipline/department approval.
- o Generally, minor modifications are meant to update CORs regarding textbooks, and keep the COR current.
- o Once technical review approves a course minor modification, the minor modification proposal is officially approved.
- o As with past practice, the chair has included all minor modifications on the agenda – not for formal action, but as notification for the proposals.
- o In the past, at Riverside's curriculum committee, these were "approved" with votes, but in fact these votes were not required.
- o Discussion on whether to continue listing minor modifications as "action items" (even though none is required), or moving to "information items." The Riverside curriculum committee decided to continue posting minor modifications as "action items" – and have a "consent vote" to acknowledge their approvals.

- Role of faculty, Administration, and Staff in curricular development and consideration.
    - o Discussion on the delineation of curricular proposals, review, and implementation.
- Cross-listing of courses, and disciplines within a course.
    - o Discussion of differences between courses that are cross-listed between disciplines, with courses that are cross-listed (with the same course outline of record).
- Program development and discontinuance.
    - o Discussion on the program discontinuance process, and its importance.
    - o Paul Conrad asked for curriculum committee members to consider sitting on a program discontinuance meeting next Friday.
        - ▪ All committees must have faculty who are not affiliated with the affected discipline and department.

G. **Approval Items**

14. New Stand-Alone Courses: Motion (Phelps/Conrad/Unanimous) to approve the following new courses.

Course	Title	Location	Comment
AUT 95	Introduction to Hybrid and Electric Vehicle Technology	R	**New course proposal approved.** **Suggestion: The SLO language on this COR need some revision.**
COM 89	Intramural Competition	R	**New course proposal approved.**

15. Distance Education: None.

16. Minor Course Modifications: Approved by consent.

Course	Title	Location	Comment
ACC 62	Payroll Accounting	MNR	**Minor modification approved.**
ACC 65	Computerized Accounting	MNR	**Minor modification approved.**
BUS 18A	Business Law I	MNR	**Minor modification approved.**
BUS 24	Business Communication	MNR	**Minor modification approved.**
BUS 47	Applied Business and Management Ethics	MNR	**Minor modification approved.**
BUS 53	Introduction to Personal Finance	MR	**Minor modification approved.**
MAG 44	Principles of Management	MNR	**Minor modification approved.**
MAG 47	Applied Business and Management Ethics	MNR	**Minor modification approved.**

17. Major Course Modifications: Course major modifications were partitioned for discussion and consideration: Motion (Phelps/Star/Unanimous) to approve the following course major modification. Motion (Phelps/Conrad/Unanimous) to postpone to next meeting.

Course	Title	Location	Comment
CIS 4	Practical Computer Security	MR	This course is proposed to be increased from 54 hours lab (1 unit) to 54 hours lecture plus 18 hours lab (3 units). Discussion regarding if these lab hours are TBA (which is not clearly shown on COR). **Consideration postponed until next meeting.**

18. Motion (Douglass/Schmidt/Unanimous) to approve the following course major modifications. After discussion, motion (Douglass/Schmidt/Unanimous) to postpone the following courses for revision.

Course	Title	Location	Comment
RLE 81	Real Estate Practices	MNR	**Proposed major modification postponed.**
RLE 82	Legal Aspects of Real Estate	MNR	**Proposed major modification postponed.**
RLE 83	Real Estate Finance	MNR	**Proposed major modification postponed.**
RLE 85	Real Estate Economics	MNR	**Proposed major modification postponed.**
RLE 86	Escrow Procedures I	MNR	**Proposed major modification postponed.**

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

Course	Title	Location	Comment
BUS 20	Business Mathematics	MNR	**Course major modification proposal approved.**
BUS 40	International Business - Principles	R	**Course major modification proposal approved.**
BUS 43	International Business - Marketing	R	**Course major modification proposal approved.**

Course	Title	Location	Comment
BUS 46	International Business – Introduction to Importing/Exporting	R	**Course major modification proposal approved.**
BUS 48	International Management	R	**Course major modification proposal approved.**
CIS 26A	Cisco Networking Academy 1A	R	**Course major modification proposal approved.**
CIS 26B	Cisco Networking Academy 1B	R	**Course major modification proposal approved.**
CIS 26C	Cisco Networking Academy 1C	R	**Course major modification proposal approved.**
COS 62A	Level I Esthetician Concepts	R	**Course major modification proposal approved.**
COS 62B	Level II Esthetician Concepts	R	**Course major modification proposal approved.**
EAR 33	Infant and Toddler Development	MNR	**Course major modification proposal approved.**
EAR 34	Infant and Toddler Care and Education	MNR	**Course major modification proposal approved. <u>SUGGESTION</u> – Look to see if there is a newer text version than 2011.**
EAR 38	Adult Supervision and Mentoring in Early Care and Education	MNR	**Course major modification proposal approved.**
EAR 40	Introduction to Children with Special Needs	MNR	**Course major modification proposal approved.**
EAR 44	Administration I: Programs in Early Childhood Education	MNR	**Course major modification proposal approved.**
EAR 45	Administration II: Personnel and Leadership in Early Childhood Education	MNR	**Course major modification proposal approved.**
MKT 40	Advertising	MNR	**Course major modification proposal approved.**
SOC 2	American Social Problems	MNR	**Course major modification proposal approved.**

20. Course Inclusions: None.
21. Course Exclusions: None.

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

Course	Title	Location	Comment
HIS 8	History of the Americas	MNR	**Course deletion proposal approved.**
HIS 9	History of the Americas	MNR	**Course deletion proposal approved.**

23. New State/Locally Approved Certificates/Degrees: These two academic patterns were partitioned for discussion.

Motion (Phelps/Romero/Unanimous) to approve the following AST in Biology.

Program Name	Location	Comment

Program Name	Location	Comment
Associates of Science in Biology for Transfer	R	**Proposal approved, with suggested changes of adding CHE 1AH and CHE 1BH.**

Motion (Magno/Phelps/Unanimous) to postpone the following proposed program, until COR proposals are complete or up to date.

Program Name	Location	Comment
Pipe Welding	R	**Proposal postponed until CORs are updated or approved.**

24. State/Locally Approved Certificate/Degree Modifications: None
25. State/Locally Approved Certificate/Degree Inclusions: None
26. State/Locally Approved Certificate/Degree Exclusions: None

Information Items:

10. New Stand-Alone Courses:

Course	Title	Location	Comment
CIS 8	Fundamentals: Information Systems Security Auditing	M	

11. Distance Education: None.
12. Minor Course Modifications: None.

13. Major Course Modifications:

Course	Title	Location	Comment
GAM 53	Game Engine Scripting II	N	

14. Course Inclusions:

Course	Title	Location	Comment
CAT 90	Microsoft Outlook	M	
CIS 90	Microsoft Outlook	M	
MAG 53	Human Relations	M	
MAT 90A	Special Topics In Arithmetic: Whole Numbers	M	
MAT 90B	Special Topics In Arithmetic: Fractions	M	
MAT 90C	Special Topics In Arithmetic: Decimals	M	
MAT 90D	Special Topics In Pre-Algebra: Rational Numbers and Introduction to Variables	M	

Course	Title	Location	Comment
MAT 90E	Special Topics In Pre-Algebra: Real Numbers and an Introduction to Algebra	M	
MAT 90F	Special Topics In Pre-Algebra: Algebraic Expression and Equations	M	

15. Course Exclusions: None.

16. Course Deletions:

Course	Title	Location	Comment
PHT 13	General Surgery	M	

17. New State/Locally Approved Certificates/Degrees: None.
18. State/Locally Approved Certificate/Degree Modifications: None
27. State/Locally Approved Certificate/Degree Inclusions: None
28. State/Locally Approved Certificate/Degree Exclusions: None

Attachments:
- Pipe Welding certificate proposal.
- Biology curriculum update.
- Associate of Science in Biology for Transfer proposal.

The meeting adjourned at 440pm.

PIPE WELDING (SMAW, GMAW)

This certificate provides students with the technical knowledge and skill, in the oxyacetylene cutting and SMAW/GMAW pipe welding, to be able to enter into a welding career either in the field or shop environment. With these new skills, students will be able to obtain entry level employment as a pipe welder's helper or in a shop doing production welds, welding ferrous pipe.

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability to make satisfactory welds on ferrous pipe.
- Display the ability to make satisfactory open root pipe welds using GMAW and SMAW.
- Demonstrate knowledge of the proper fit-up of a pipe joint.

Required Courses (15 units)		Units
WEL-65B	Advanced Shielded Metal Arc Welding	3
WEL-75A	Intro to Gas Metal Arc Welding	3
WEL-85A	American Welding Society/Los Angeles City Welding I	3
WEL-85B	American Welding Society/Los Angeles City Welding II	3
WEL-115A	SMAW/GMAW Pipe welding fundamentals	3

BIOLOGY CURRICULUM UPDATE

The following course proposals, which were submitted last year, were held "en-masse" in the approval process for further discussion. For clarification, each of the following actions have been taken at Riverside curriculum. At both Norco and Moreno Valley, these proposals still need approval. At Riverside, two courses (health science and honors biology 1) were discussed at length.

NEW COURSES – all were approved at the March 28, 2017 Riverside curriculum committee meeting.
- BIO 2
- BIO 4
- BIO 16
- BIO 18
- BIO 19
- BIO 31
- BIO 31D
- BIO 31E
- BIO 35
  - The discussion on this course bought up concerns about cross-listed disciplines in health science. Course proposal approval, with authorization to make changes to accommodate current approved disciplines to teach this course, if needed at the District-level.
- BIO 45 A
- BIO 50A
- BIO 50B
- BIO 60
- BIO 51

COUSE MAJOR MODIFICATIONS approved at the March 31, 2017 Riverside
- BIO 1H
- BIO 3
- BIO 5
- BIO 6
- BIO 7
- BIO 8
- BIO 9
- BIO 10
- BIO 14
- BIO 15
- BIO 20
- BIO 31A
- BIO 31B
- BIO 40
- BIO 85

COUSE MAJOR MODIFICATIONS considered, but postponed, at the March 31, 2017 Riverside
- BIO 1H
  - This honors class biology class raised conversation regarding the course topics, when compared with the BIO 1 course topics. This proposal was postponed until further clarification and consultation with the honors advisory council.

College: Riverside City College

Associate of Science in Biology for Transfer

The Associate in Science in Biology for Transfer Degree (AS-T in Biology) introduces the concepts and principles upon which biologic knowledge is based including the bio-chemistry, structure and function, ecology and evolution of organisms, from the levels of cells through the biosphere. Students will develop skills for critical/analytical thinking, perceptive reading/observation and interpretation. The AS-T in Biology provides students with a core curriculum that will prepare them with the knowledge and skills required to succeed in the study of biology.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
*   Be able to identify and explain fundamental biological concepts and principles on the molecular, cellular, organismal, population, ecological, environmental and evolutionary levels.
*   Apply knowledge of biological concepts to formulate questions and hypotheses for research and demonstrate ability to find, read, understand, and critically evaluate scientific papers.
*   Develop experimental skills and techniques used in laboratory and field research and use the scientific method to develop hypotheses, design and execute experiments.

Required Courses (32 units)		**Units**
BIO-11*	Introduction to Molecular and Cellular Biology	5
BIO-12*	Introduction to Organismal and Population Biology	5
CHE-1A/1AH*	General Chemistry I/Honors General Chemistry IAH	5
CHE-1B/1BH*	General Chemistry II/Honors General Chemistry 1BH	5
MAT-1A*	Calculus I	4
PHY-2A* and	General Physics I	4
PHY-2B* OR	General Physics II	4
PHY-4A* and	Mechanics A	4
PHY-4B*	Electricity & Magnetism	4

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

Associate in Science for Transfer Degree
The Associate in Science in Biology for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) for STEM or California State University General Education (CSUGE) for STEM requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

Riverside City College
Curriculum Committee Approved Minutes
October 24, 2017 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political Science*	
☑	**Dan Borses**, *History*	
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
	Ellen Drinkwater, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
	Nancy Gall, *Applied Technology*	
☑	**Mark Haines**, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
	Bill Phelps, *Physical Science*	
☑	**Ernesto Reyes**, *Mathematics*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**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 (Vermillion/Haines/Unanimous).

C.   The **minutes** of October 10, 2017 were approved (Douglass/Romero/Unanimous).

E.   **Open Hearing:**

- Questions regarding availability of hard-copies of catalog (especially for counseling). Chair will follow up.

- Question regarding whether Riverside College has plans on hiring a curriculum specialist, as Moreno Valley College and Norco College has. Questions of whether this is part of the strategic planning process.

- There was a question about META's ability to do a search query for courses based on unit value. To our knowledge, there isn't.

D. **Announcements:**

F. **Curriculum Policy & Procedure:**
- Brief conversation for clarification on approval processes on cross-listing of courses (versus disciplines), current COR requirements for Distance Ed proposals, and lab components of courses.

G. **Approval Items**

29. New Stand-Alone Courses: Proposals were partitioned for discussion.

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

Course	Title	Location	Comment
BUS 105	Business Skills: Professional Online Presence	R	**New Course Approved.**

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

Course	Title	Location	Comment
BUS 107	Business Skills: Professional Self-Management	R	Cross-listed with CAT 107. **New Course Approved.**
CAT 107	Business Skills: Professional Self-Management	R	Cross-listed with BUS 107. **New Course Approved.**

Motion (Haines/Lowden) to approve the following courses. Motion (Star/Perez/Unanimous) to postpone consideration for clarification with communication department.

Course	Title	Location	Comment
BUS 104	Business Skills: Professional Communication Basics	R	**Course proposal postponed.**
CAT 104	Business Skills: Professional Communication Basics	R	**Course proposal postponed.**

Motion (Douglass/Lowden) to approve the following course proposal. Motion (Haines/Romero/Unanimous) to postpone consideration, pending revisions to course description.

Course	Title	Location	Comment
BUS 106	Business Skills: Customer Experience	R	**Course proposal postponed.**

30. Distance Education: Motion (Lowden/Thaler) to approve the following Distance Education proposals. Motion (Lowden/Thaler/Unanimous) to postpone approvals for clarification on language and CORs.

Course	Title	Location	Comment
CIS 21A DE	Linux Operating System Administration	R	**DE Proposal Postponed.**
CIS 25 DE	Information and Communication Technology Essentials	R	**DE Proposal Postponed.**
CIS 26F DE	Cisco Networking Security	R	**DE Proposal Postponed.**
CIS 27A DE	Computer Forensics Fundamentals	R	**DE Proposal Postponed.**
CIS 27 DE	Information and Network Security	R	**DE Proposal Postponed.**

31. Minor Course Modifications: Minor modification proposals approved by consent.

Course	Title	Location	Comment
ACC 1B	1B Principles of Accounting II	MNR	**Minor modification approved.**

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

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

Course	Title	Location	Comment
CAT 1A	Business Etiquette	MNR	**Course major modification approved.**
CUL 21	Fundamentals of Baking II	R	**Course major modification approved.**

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

Course	Title	Location	Comment
CAT 30	Business English	MNR	**Course major modification approved.**
CAT 30A	Business English	MNR	**Course major modification approved, pending changes.**

Motion (Lowden/Haines) to approve the following proposed course major modifications. Motion (Lowden/Haines/Unanimous) to postpone consideration until further clarification.

Course	Title	Location	Comment
CAT 3	Computer Applications for Business	MNR	**Course major modification postponed.**
CAT 31	Business Communication Fundamentals	MNR	**Course major modification postponed.**

Course	Title	Location	Comment
CAT 34A	Introduction to Word	MNR	**Course major modification postponed.**
CAT 55	Applied Accounting/Bookkeeping	MR	**Course major modification postponed.**
CAT 61	Professional Office Procedures	MR	**Course major modification postponed.**
CAT 62	Records Management	MR	**Course major modification postponed.**
CAT 65	Introduction to Microsoft PowerPoint	MNR	**Course major modification postponed.**
CAT 80	Word Processing: Microsoft Word for Windows	MNR	**Course major modification postponed.**
CAT 84	Word Processing: WordPerfect for Windows	R	**Course major modification postponed.**
CAT 90	Microsoft Outlook	NR	**Course major modification postponed.**
CAT 91	Microsoft Project	R	**Course major modification postponed.**
CAT 98A	Introduction to Excel	MNR	**Course major modification postponed.**
CAT 98B	Advanced Excel	MNR	**Course major modification postponed.**
CIS 4	Practical Computer Security	MR	**Course major modification postponed.**

Motion (Lowden/Vermillion) to approve the following proposed course major modification. Motion (Lowden/Vermillion/Unanimous) to postpone consideration until further clarification.

Course	Title	Location	Comment
KIN V10	Soccer, Varsity Men	NR	**Course major modification postponed.**

33. Course Inclusions: None.
34. Course Exclusions: None.
35. Course Deletions: None.
36. New State/Locally Approved Certificates/Degrees: None.

37. State/Locally Approved Certificate/Degree Modifications: The following program modification was postponed until the next meeting by the chair, due to time constraints.

Program Name	Location	Comment
Associates of Science in Human Services	MNR	**Modification proposal approval postponed to next meeting.**

38. State/Locally Approved Certificate/Degree Inclusions: None
39. State/Locally Approved Certificate/Degree Exclusions: None

Information Items:

19. New Stand-Alone Courses: None
20. Distance Education: None.
21. Minor Course Modifications: None.

22. Major Course Modifications:

Course	Title	Location	Comment
KIN V25	Soccer, Varsity, Women	N	

23. Course Inclusions:

Course	Title	Location	Comment
CAT 51	Intermediate Keyboarding/Document Formatting	MV	
CAT 90	Microsoft Outlook	MV	
CIS 90	Microsoft Outlook	MV	
MAG 53	Human Relations	MV	

24. Course Exclusions: None.

25. Course Deletions: None.

Course	Title	Location	Comment
CIS 67	Web Development II	N	
CIS 68	Mobile Applications Development I	N	
CIS 69	Mobile Applications Development II	N	
CIS 74	Digital Design I	N	
CIS 75	Mobile Media Design	N	

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

27. State/Locally Approved Certificate/Degree Modifications:

Program Name	Location	Comment
AS Industrial Automation	N	
AS Supply Chain Automation	N	

40. State/Locally Approved Certificate/Degree Inclusions: None
41. State/Locally Approved Certificate/Degree Exclusions: None

The meeting adjourned at 515pm.

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

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	**Carol Farrar**, *Vice President of Instruction*
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Mike Medina**, *Welding/Applied Technology*
☑	**Dan Borses**, *History*	**Jim Knieriem,** *Welding/Applied Technology*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Ellen Drinkwater**, *Counseling/Articulation*	**Renee Neal,** *Cosmetology*
☑	**Kelly Douglass**, *English & Media Studies*	**Wendy McKeen,** *Chemistry*
☑	**Nancy Gall**, *Applied Technology*	
☑	**Mark Haines**, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
	Robert Jew, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
	Paul Richardson, *Chemistry*	
	Star Romero, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 307 pm.

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

C. The **minutes** of October 24, 2017 were approved (Lowden/Hammock/Unanimous) with minor corrections.

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

D. **Announcements:** No items discussed.

F. **Curriculum Policy & Procedure:**

- Steven Schmidt has posted more videos on formatting for working with Word documents and META to help with formatting issues.

G. **Approval Items**

42. New Stand-Alone Courses:

Motion (Phelps/Lowden/Unanimous) to approve the following New Stand-Alone Courses.

Course	Title	Location	Comment
ANT 16	Field Methods in Archaeology	MNR	New course proposal approved.
BUS 104	Business Skills: Professional Communication Basics	R	New course proposal approved.
CAT 104	Business Skills: Professional Communication Basics	R	New course proposal approved.

Motion (Phelps/Lowden/Unanimous) to approve the following New Stand-Alone Course. Motion (Phelps/Lowden/Unanimous) to postpone.

Course	Title	Location	Comment
BUS 100	Entrepreneurial Mindset	R	New course proposal postponed.

Motion (Phelps/Lowden/Unanimous) to approve the following New Stand-Alone Courses.

Course	Title	Location	Comment
COS 1A	Introduction to Cosmetology Level I	R	New course proposal approved.
COS 1B	Introduction to Cosmetology Level II	R	New course proposal approved.
COS 1C	Cosmetology Business Concepts	R	New course proposal approved.
COS 10A	Level I Hairstyling Concepts	R	New course proposal approved.
COS 10B	Level II Hairstyling Concepts	R	New course proposal approved.
COS 10C	Level III Hairstyling Concepts	R	New course proposal approved.
COS 20A	Level I Chemical Texture Concepts	R	New course proposal approved.
COS 20B	Level II Chemical Texture Concepts	R	New course proposal approved.
COS 30A	Level I Haircutting Concepts	R	New course proposal approved.
COS 30B	Level II Haircutting Concepts	R	New course proposal approved.
COS 30C	Level III Haircutting Concepts	R	New course proposal approved.
COS 40A	Level I Haircoloring and Bleaching Concepts	R	New course proposal approved.
COS 40B	Level II Haircoloring and Bleaching Concepts	R	New course proposal approved.
COS 57A	Level I Skin Care Concepts	R	New course proposal approved.
COS 57B	Level II Skin Care Concepts	R	New course proposal approved.
COS 57C	Level III Skin Care Concepts	R	New course proposal approved.
COS 60F	Remedial Training Course	R	New course proposal approved.
COS 70A	Level I Makeup and Hair Removal Concepts	R	New course proposal approved.
COS 70B	Level II Makeup and Hair Removal Concepts	R	New course proposal approved.
COS 80A	Level I Nail Care Concepts	R	New course proposal approved.

Course	Title	Location	Comment
COS 80B	Level II Nail Care Concepts	R	New course proposal approved.
COS 80C	Level III Nail Care Concepts	R	New course proposal approved.
COS 90A	Level I Clinic Floor Concepts	R	New course proposal approved.
COS 90B	Level II Clinic Floor Concepts	R	New course proposal approved.
COS 90C	Level III Clinic Floor Concepts	R	New course proposal approved.
COS 97A	Cosmetology Theory Exam Readiness Concepts	R	New course proposal approved.
COS 97B	Cosmetology Practical Exam Readiness Concepts	R	New course proposal approved.
COS 98A	Esthetics Theory Exam Readiness Concepts	R	New course proposal approved.
COS 98B	Esthetics Practical Exam Readiness Concepts	R	New course proposal approved.
COS 99A	Manicure Theory Exam Readiness Concepts	R	New course proposal approved.
COS 99B	Manicure Practical Exam Readiness Concepts	R	New course proposal approved.

Motion (Schmidt/Douglas/Unanimous) to approve the following New Stand-Alone Course.

Course	Title	Location	Comment
MUS P76	Advanced Piano Ensemble	R	New course proposal approved.

Motion (Phelps/Lowden/Unanimous) to approve the following New Stand-Alone Courses.

Course	Title	Location	Comment
NRN 100	100 Essentials of Nursing Practice	R	New course proposal approved.
NRN 107	Essentials of Nursing Practice Laboratory	R	New course proposal approved.

Motion (Schmidt/Haines/Unanimous) to approve the following New Stand-Alone Courses.

Course	Title	Location	Comment
THE 55	Beginning Musical Theatre I	R	New course proposal approved.
THE 56	Beginning Musical Theatre II	R	New course proposal approved.
THE 57	Intermediate Musical Theatre I	R	New course proposal approved.
THE 58	Intermediate Musical Theatre II	R	New course proposal approved.

Motion (Douglass/Phelps/Unanimous) to approve the following New Stand-Alone Courses.

Course	Title	Location	Comment
WEL 22	Plate and Structural Layout	R	New course proposal approved.
WEL 75B	Flux Cored Arc Welding (FCAW)	R	New course proposal approved.
WEL 115A	SMAW/GMAW Pipe Welding Fundamentals	R	New course proposal approved.

43. Distance Education: Motion (Phelps/Lowden/Unanimous) to approve the following Distance Education proposals.

Course	Title	Location	Comment
MUS 8A DE	8ADE Music Technology I	R	Distance education proposal approved.
MUS 8B DE	8BDE Music Technology II	R	Distance education proposal approved.
MUS 9 DE	9DE MIDI/Digital Audio Composition and Film Scoring	R	Distance education proposal approved.
MUS 10 DE	10DE MIDI/Digital Audio Music Production	R	Distance education proposal approved.
REA 82 DE	82DE College Reading and Strategies	R	Distance education proposal approved.

44. Minor Course Modifications:

Course	Title	Location	Comment
SOC 23	Special Studies in Culture	R	Minor modification approved at Technical Review.

45. Major Course Modifications:

Motion (Kelly/Douglass/Unanimous) to approve the following Course Major Modification.

Course	Title	Location	Comment
AUT 53A	Automotive Chassis and Alignment	R	Course major modification approved.

Motion (Phelps/Thaler/Unanimous) to approve the following Course Major Modification.
- This proposal was postponed from a previous meeting.
- Continued discussion on differences between BIO 1 and BIO 1H course outline differences.
- Motion (Phelps/Douglas/Unanimous) to postpone, and instruction to Chair to coordinate with Honors Advisory Counsel.

Course	Title	Location	Comment
BIO 1H	Honors General Biology	MNR	Course major modification postponed.

Motion (Gall/Phelps/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
BUS 10	Introduction to Business	MNR	Course major modification approved.
BUS 22	Management Communications	MNR	Course major modification approved.

Motion (Gall/Hammock/Unanimous) to approve the following Course Major Modification.

Course	Title	Location	Comment
CAT 31	Business Communication Fundamentals	MNR	Course major modification approved.

Motion (Lowden/Phelps/Unanimous) to approve the following Course Major Modification.

Course	Title	Location	Comment
CIS 4	Practical Computer Security	MR	Course major modification approved

Motion (Phelps/Bettencourt/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
COS 60A	Beginning Cosmetology Concepts	R	Course major modification approved.
COS 60B	Level II Cosmetology Concepts	R	Course major modification approved.
COS 60C	Level III Cosmetology Concepts	R	Course major modification approved.
COS 60D	Level IV Cosmetology Concepts	R	Course major modification approved.
COS 60E	Level V Cosmetology Concepts	R	Course major modification approved.
COS 60E1	Level V Cosmetology Concepts	R	Course major modification approved.
COS 61A	Level I Cosmetology Instructor Concepts A	R	Course major modification approved.
COS 61B	Lev II Cosmetology Instructor Concepts B	R	Course major modification approved.
COS 64A	Manicuring and Pedicuring A	R	Course major modification approved.
COS 64B	Manicuring and Pedicuring B	R	Course major modification approved.
COS 68A	Principles and Practices of Competition Hairstyling	R	Course major modification approved.
COS 801	Level VI Cosmetology Concepts	R	Course major modification approved.
COS 811	Cosmetology Teacher Training	R	Course major modification approved.
COS 812	Level II Esthetician Concepts	R	Course major modification approved.

Motion (Phelps/Bettencourt/Unanimous) to approve the following Course Major Modifications. Motion (Gall/Phelps/Unanimous) to postpone for corrections.

Course	Title	Location	Comment
COS 67A	New Trends and Techniques in Hairdressing A	R	Course major modification approved.
COS 67B	New Trends and Techniques in Hairdressing B	R	Course major modification approved.
COS 67C	New Trends and Techniques in Hairdressing C	R	Course major modification approved.
COS 67D	New Trends and Techniques in Hairdressing D	R	Course major modification approved.
COS 69A	Mens Hair Design A	R	Course major modification approved.
COS 69B	Mens Hair Design B	R	Course major modification approved.
COS 69C	Mens Hair Designs C	R	Course major modification approved.
COS 69D	Mens Hair Design D	R	Course major modification approved.

Motion (Yates/Lowden/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
CUL 20	Fundamentals of Baking I	R	Course major modification approved.
CUL 22	Cake Decorating I	R	Course major modification approved.
CUL 23	Cake Decorating II	R	Course major modification approved.

Motion (Douglass/Lowden/Unanimous) to approve the following Course Major Modification.

Course	Title	Location	Comment
EDU 1	Introduction to Elementary Classroom Teaching	MR	Course major modification approved.

Motion (Douglass/Lowden/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
HET 80	Nursing Assistant Training Program	MR	Course major modification approved. This course major modification included an inclusion for Riverside for this course.

Motion (Lowden/Conrad/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
KIN 38	Stress Management	NR	Course major modification approved.
KIN A83	Kickboxing Aerobics	NR	Course major modification approved.
KIN V10	Soccer, Varsity Men	NR	Course major modification approved.

Motion (Thaler/Lowden/Unanimous) to approve the following Course Major Modification. Motion (Magno/Lowden/Unanimous) to postpone the Course Major Modification.

Course	Title	Location	Comment
MKT 30	Fashion Merchandising	R	Course major modification postponed.

Motion (Thaler/Lowden/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
MUS 56	Intersession Concert Band	R	Course major modification approved.
MUS 76	Advanced Instrumental Chamber Ensembles	R	Course major modification approved.
MUS 85	Intersession Chamber Ensembles	R	Course major modification approved.
MUS 86	Intersession Jazz Ensemble	R	Course major modification approved.
MUS P12	Applied Piano I	R	Course major modification approved.

Motion (Douglass/Lowden/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
NRN 11	Foundations of Nursing Practice Across the Lifespan	R	Course major modification approved.
NRN 12	Chronic Illness/Acute Maternal Child Health Specialty/Pathophysiology I/Pharmacology II	R	Course major modification approved.
NRN 13	Acute and Chronic Illness I/Pathophysiology II/Pharmacology III	R	Course major modification approved.
NRN 21	Acute Care and Chronic Illness II/Mental Health Specialty	R	Course major modification approved.
NRN 22	Integrated Care Across the Lifespan	R	Course major modification approved.
NVN 52	Introductory Concepts of Vocational Nursing - Nursing Fundamentals	R	Course major modification approved.
NVN 60	Intermediate Vocational Nursing Foundations-Nursing Process/Communication	R	Course major modification approved.
NVN 62	Intermediate Concepts of Vocational Nursing-Medical/Surgical	R	Course major modification approved.

Motion (Thaler/Gall/Unanimous) to approve the following Course Major Modifications.

Course	Title	Location	Comment
WEL 20	Blueprint Reading for Welders	R	Course major modification approved.
WEL 34	Metal Joining Process	R	Course major modification approved.
WEL 65A	Beginning Shielded Metal Arc Welding	R	Course major modification approved.
WEL 65B	Advanced Shielded Metal Arc Welding	R	Course major modification approved.
WEL 75A	Gas Metal Arc Welding	R	Course major modification approved.
WEL 85A	American Welding Society/Los Angeles City Welding I	R	Course major modification approved.
WEL 85B	American Welding Society/Los Angeles City Welding II	R	Course major modification approved.
WEL 95A	Introduction to Gas Tungsten Arc Welding	R	Course major modification approved.
WEL 95B	Advanced Gas Tungsten Arc Welding (GTAW)	R	Course major modification approved.

46. Course Inclusions:

Motion (Douglass/Lowden/Unanimous) to approve the following Course Inclusion.

Course	Title	Location	Comment
HET 80	Nursing Assistant Training Program	MR	Course inclusion approved. This course inclusion included a Course Major Modification for this course.

47. Course Exclusions: None.

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

Course	Title	Location	Comment
ANT 21	Peoples of Sub-Saharan Africa	MNR	Course deletion approved.
CSC 18D	Data Structures and Algorithms	NR	Course deletion approved.

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

50. State/Locally Approved Certificate/Degree Modifications:
   o Motion (Phelps/Douglass/Unanimous) to approve the program modification.
   o Note: This program is contained within Riverside's catalog, but concerns were raised about the fact that none of these courses are offered by Riverside City College.
   o The committee directed the Chair to consult with District CC regarding removing this from Riverside City College's curriculum.

Program Name	Location	Comment
Associates of Science in Human Services	MNR	Program modification approved. Note: this program is contained within the Riverside catalog, but Riverside does not offer any of these courses.

51. State/Locally Approved Certificate/Degree Inclusions: None
52. State/Locally Approved Certificate/Degree Exclusions: None
53. GE Inclusions: None.

Information Items:

28. New Stand-Alone Courses:

Course	Title	Location	Comment
ART 62	Digital Storytelling	N	
CIS 77	Full Stack Web Development	N	
CMI 82	Intermediate Legal Interpreting	M	
CON 80	Construction Scheduling	N	
ELC 66	National Electrical Code	N	
ELC 68	Fundamentals of Maintenance	N	
ELC 69	Fundamentals of Tooling and Test Equipment	N	
ELC 71	Residential Electrical Wiring	N	

Course	Title	Location	Comment
ELC 72	Commercial and Industrial Electrical Wiring	N	
ELC 73	Electric Motors and Transformers	N	
ELC 74	Industrial Wiring and Controls	N	
ELC 75	Solid State Devices and Lighting Controls	N	
ELC 76	Low Voltage Wiring and Alternate Energy Generation	N	
ELC 77	Electrical Theory for Electricians	N	
ELC 400	Introduction to the Electrical Trades and Construction Safety	N	
ELC 401	Introduction to Electrical Theory, Basic Math Concepts, and the National Electric Code	N	
ELC 402	Advanced DC Circuit Concepts, Introduction to 3-Phase AC Circuits, Test Equipment, and National Electric Code Applications	N	
ELC 403	AC Circuit Concepts, Applied Electronics, and National Electric Code Applications	N	
ELC 404	Digital Logic Circuits, Conductor Characteristics, Applications, and National Electric Code (NEC)	N	
ELC 406	Grounding Systems, Advanced Blueprints and Specifications, Motor Design and Installation, and National Electric Code	N	
ELC 407	Motor Control Principles, Generators and Power Supplies, with National Electric Code (NEC)	N	
ELC 408	Transformer Theory, Leadership, Management, and Test Equipment	N	
ELC 409	Electrician Specialty Systems	N	
ELC 420	Introduction to Sound/Communication Trade Industry	N	
ELC 421	Electrical Theory and Practices DC	N	
ELC 422	Electrical Theory and Practices AC	N	
ELC 423	Semiconductor Electronics	N	
ELC 424	Introduction to Digital Electronics and Signaling Devices	N	
ELC 425	Management/Alarms/Codes/Circuits	N	
ELC 499	Electrician Apprenticeship Work Experience	N	
ELE 55	Occupational Safety and Health Administration (OSHA) Standards for General Industry (MAN)	N	
HMS 20	Medical Social Work	M	
HMS 21	Justice System Studies - Forensic Social Work	M	
HMS 23	Careers in Social Work - Law and Ethics	M	
HMS 24	Careers in Social Work - Self-Care for Human Services Professionals	M	
HMS 25	Careers in Social Work - Crisis-Intervention Management	M	
HMS 26	Careers in Social Work - Trauma-Focused Counseling	M	
HMS 27	Careers in Social Work - Multi-Cultural Counsel-	M	

Course	Title	Location	Comment
	ing		
HMS 28	Careers in Social Work - Military Social Work	M	
HMS 29	Careers in Social Work - Intro to Careers in Social Work	M	
HMS 34	Behavioral Therapist - Counseling Emotionally Disabled Students	M	
HMS 35	Behavioral Therapist - Counseling Students with a Learning Disability	M	
HMS 36	Behavioral Therapist - Counseling Families of Special Needs Youth	M	
HMS 37	Behavioral Therapist - Counseling of Clients with Disabilities	M	
HMS 38	Behavioral Therapist - Introduction to Applied Behavioral Analysis	M	
HMS 39	Behavioral Therapist - Introduction to Special Education and the IEP (Individualized Education Program)	M	
HMS 42	Family Studies - Counseling in Foster Care	M	
HMS 43	Family Studies - Counseling in Gerontology	M	
HMS 44	Justice System Studies - Counseling Youth in Gangs	M	
HMS 45	Justice System Studies - Counseling Youth on Probation	M	
HMS 46	Justice System Studies - Counseling Adults on Parole	M	
HMS 48	Justice System Studies - Case Management Corrections	M	
HMS 49	Careers in Social Work - Counseling Athletes	M	
HMS 69	Careers in Social Work- Entry Level Employment & Career Planning in Human Services	M	
HMS 70	Social Work Administration Studies - Non-Profit Organizations	M	
HMS 71	Social Work Administration Studies - Grant Writing	M	
HMS 72	Social Work Administration Studies - Social Welfare Policy	M	
HMS 73	SW Administration Studies - Administration in Social Work	M	
HMS 74	Social Work Administration Studies - Social Work Theory	M	
MAN 55	Occupational Safety and Health Administration (OSHA) Standards for General Industry (ELE)	N	Same as ELE 55.

29. Distance Education: None.

30. Minor Course Modifications: Approved at Technical Review.

Course	Title	Location	Comment

Course	Title	Location	Comment
ADJ	B2A Law Enforcement Pre-Academy	M	
ADJ	B2A Law Enforcement Pre-Academy	M	
CIS	36 Introduction to Computer Game Design	M	
CIS	37 Beginning Level Design/Computer Games	MN	
CIS	38A Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	MN	
CIS	38B Simulation and Gaming/3D Animation for Real-Time Interactive Simulations	MN	
CIS	38C Simulation and Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations	M	
CIS	39 Current Techniques in Game Art	MN	
FIT	2 Fire Behavior and Combustion	M	
FIT	3 Fire Protection Equipment and Systems	M	
FIT	4 Building Construction for Fire Protection	M	
FIT	C19B Intermediate Wildland Fire Behavior (S-290)	M	
FIT	C30 Intermediate Incident Command System (I-300)	M	
FIT	S3 Basic Fire Fighter Academy	M	

31. Major Course Modifications:

Course	Title	Location	Comment
ADJ A3A	Child Abuse Investigations	M	
ADJ A10A	Vice Operations	M	
ADJ A11A	Effective Writing for Law Enforcement	M	
ADJ A13A	Drug Use Recognition	M	
ADJ A14A	Search Warrant Preparation Workshop	M	
ADJ A14B	Search Warrant Execution	M	
ADJ A31A	Civil Procedures, Advanced (POST)	M	
ADJ A42A	Crime Scene Inv./video taping, Advanced	M	
ADJ A44A	Laser Operator	M	
ADJ A48A	Basic Criminal Investigation	M	
ADJ B1B	Basic Peace Officer Training Academy	M	
ADJ C1D	Basic Correctional Deputy Academy	M	
ADJ D6A	Dispatcher, Crisis Negotiations	M	
ADJ R1A2	Level III Modular Academy Training	M	
ADJ T1C	Traffic Collision Investigation, Advanced	M	
ADJ T1D	Traffic Collision Reconstruction	M	
ADJ T2A	Radar Operations	M	

Course	Title	Location	Comment
ADJ T3A	Driving Under the Influence	M	
BIO 60H	Honors Introduction to Molecular and Cellular Biology	M	
KIN 29	Soccer Theory	N	

32. Course Inclusions:

Course	Title	Location	Comment
REA 2	Flexible Reading	N	
ART 36B	Computer Art – Intermediate	N	
ART 40B	Figure Drawing – Intermediate	N	
ART 41A	Figure Painting – Introduction	N	
MUS 52	Recital Performance	N	
MUS 70	Guitar Lab Ensemble	N	

33. Course Exclusions:

Course	Title	Location	Comment
MAT 4	Finite Mathematics	N	
MUS 77	Guitar Ensemble	N	

34. Course Deletions: None.
35. New State/Locally Approved Certificates/Degrees: None.
36. State/Locally Approved Certificate/Degree Modifications: None.
37. State/Locally Approved Certificate/Degree Inclusions: None.
38. State/Locally Approved Certificate/Degree Exclusions: None.
39. GE Inclusions: None.

The meeting adjourned at 505pm.

Riverside City College
Curriculum Committee Approved Minutes
November 28, 2017 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	**Carol Farrar**, *Vice President of Instruction*
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Janet Lehr**, *Business/CIS*
☑	**Dan Borses**, *History*	
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Ellen Drinkwater**, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
	Mark Haines, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
	Robert Jew, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Eddie Perez**, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, *Mathematics*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
	Shari Yates, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 307 pm.

B. The **agenda** was approved (Gall/Phelps/Unanimous) with one addition.

C. The **minutes** of November 14, 2017 were approved (Borses/Lowden/Unanimous with Romero abstained).

E. **Open Hearing:**

- Question about the availability of printed catalogs was raised again.

D. **Announcements:** No announcements.

F. **Curriculum Policy & Procedure:** No items discussed.

G. **Approval Items**

54. New Courses: New course proposals partitioned for further discussion.

Motion (Phelps/Lowden) to approve the following new course proposal. Motion (Douglas/Kelly/Unanimous) to postpone over weekend, for clarification and changes to course outline of record, with official vote to be conducted via email prior to Monday (December 4) evening.

Course	Title	Location	Comment
BUS 100	Entrepreneurial Mindset	R	Due to requested changes and time constraints, new course proposal postponed until Monday December 4 for requested changes. BUS 100 new course proposal approved by committee on December 4.

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

Course	Title	Location	Comment
BUS 101	Business Success Seminar	R	New course proposal approved.
BUS 102	Solopreneurs: Personal Finance and QuickBooks Quickstart	R	New course proposal approved.
BUS 106	Business Skills: Customer Experience	R	New course proposal approved.

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

Course	Title	Location	Comment
CIS 21B	Linux Operating System Administration II	R	New course proposal approved

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

Course	Title	Location	Comment
GEO 4	Earth Science for Educators	R	New course proposal approved
GEO 5	Natural Hazards and Disasters	R	New course proposal approved

55. Distance Education: Distance education proposals were partitioned for further discussion.

Motion (Phelps/Kelly/Unanimous) to approve the following distance education proposal.

Course	Title	Location	Comment
BUS 14 DE	Social Media and Online Marketing for Entrepreneurs	MNR	Course DE proposal approved.

Motion (Gall/Phelps/Unanimous) to approve the following distance education proposal.

Course	Title	Location	Comment
CIS 25 DE	Information and Communication Technology Essentials	R	Course DE proposal approved.

Motion (Gall/Phelps/Unanimous) to approve the following distance education proposals.

Course	Title	Location	Comment
EAR 38 DE	Adult Supervision and Mentoring in Early Care and Education	MNR	Course DE proposal approved.
EAR 45 DE	Administration II Personnel and Leadership	MNR	Course DE proposal approved.

56. Minor Course Modifications: None

57. Major Course Modifications: The following course major modification proposals were partitioned for further discussion.

Motion (Boshara/Lowden/Unanimous) to approve the following course major modification proposals.

Course	Title	Location	Comment
ANT 2	Cultural Anthropology	MNR	Course major modification approved.
ANT 3	Prehistoric Cultures	MNR	Course major modification approved.
ANT 6	Introduction to Archaeology	MNR	Course major modification approved.
ANT 7	Anthropology of Religion	MNR	Course major modification approved.
ANT 8	Language and Culture	MNR	Course major modification approved.
ANT 10	Forensic Anthropology	NR	Course major modification approved.

Motion (Romero/Lowden/Unanimous) to approve the following course major modification proposals.

Course	Title	Location	Comment
BIO 1H	Honors General Biology	MNR	Course major modification approved.

Motion (Phelps/Thaler) to approve the following CIS 25 and CSC 25 course major modification proposals.
- CIS 25 was previously on agenda.
- CIS 25 is cross-listed with CSC 25, however it was not included on agenda.
- CSC 25 was added to agenda for consideration and discussion.
- Discussion of ramifications for CIS 25 approval, without cross-listed CIS 25 approval.
- Consensus by committee that major modification to CIS 25 was acceptable, and authorization to match CSC 25 COR to CIS 25 COR.

Motion (Phelps/Thaler/Unanimous) to postpone consideration of CIS 25 and CSC 25 over weekend, for to CSC 25 course outline of record, with official vote to be conducted via email prior to Monday (December 4) evening.

Course	Title	Location	Comment
CIS 25		R	CSC 25 was added to agenda, due to CIS 25 cross-listing. Agreement to match CSC 25 to CIS 25. Due to requested changes and time constraints, new course proposal postponed until Monday December 4 for requested changes. CIS 25 major modification approved by committee on December 4.
	Information and Communication Technology Essentials (CSC)		
CSC 25		R	CSC 25 was added to agenda, due to CIS 25 cross-listing. Agreement to match CSC 25 to CIS 25. Due to requested changes and time constraints, new course proposal postponed until Monday December 4 for requested changes. CSC 25 major modification approved by committee on December 4.
	Information and Communication Technology Essentials (CIS)		

Motion (Lowden/Gall/Unanimous with Douglas abstained) to approve the following course major modification proposals.

Course	Title	Location	Comment
MKT 42	Retail Management	MNR	Course major modification approved.

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

Course	Title	Location	Comment
BUS 3	Computer Applications for Business (CAT CIS)	MNR	Course major modification approved.
BUS 72	Quantitative Methods for Business (MAG)	R	Course major modification approved.
CAT 3	Computer Applications for Business (BUS CIS)	MNR	Course major modification approved.
CAT 34A	Introduction to Word (CIS)	R	Course major modification approved.
CAT 50	Beginning Computer Keyboarding	MR	Course major modification approved.
CAT 51	Intermediate Keyboarding/Document Formatting	MR	Course major modification approved.
CAT 53	Keyboarding Fundamentals	MR	Course major modification approved.
CAT 61	Professional Office Procedures	MR	Course major modification approved.
CAT 62	Records Management	MR	Course major modification approved.
CAT 65	Introduction to Microsoft PowerPoint (CIS)	MNR	Course major modification approved.
CAT 78A	Introduction to Adobe Photoshop (CIS)	MR	Course major modification approved.
CAT 78B	Advanced Adobe Photoshop (CIS)	MR	Course major modification approved.
CAT 79	Introduction to Adobe Illustrator (CIS)	MNR	Course major modification approved.
CAT 80	Word Processing: Microsoft Word for Windows (CIS)	MNR	Course major modification approved.
CAT 81	Introduction to Desktop Publishing using Adobe	MR	Course major modification approved.

Course	Title	Location	Comment
	InDesign (CIS)		
CAT 84	Word Processing: WordPerfect for Windows (CIS)	R	Course major modification approved.
CAT 90	Microsoft Outlook (CIS)	NR	Course major modification approved.
CAT 91	Microsoft Project (CIS)	R	Course major modification approved.
CAT 98A	Introduction to Excel (CIS)	MNR	Course major modification approved.
CAT 98B	Advanced Excel (CIS)	MNR	Course major modification approved.
CIS 3	Computer Applications for Business (BUS CAT)	MNR	Course major modification approved.
CIS 5	Programming Concepts and Methodology I: C++ (CSC)	MNR	Course major modification approved.
CIS 7	Discrete Structures (CSC)	MNR	Course major modification approved.
CIS 12	PHP Dynamic Web Site Programming (CSC)	MNR	Course major modification approved.
CIS 14A	Web Programming: JavaScript (CSC)	MNR	Course major modification approved.
CIS 17A	Programming Concepts and Methodology II: C++ (CSC)	MNR	Course major modification approved.
CIS 17B	C++ Programming: Advanced Objects	MNR	Course major modification approved.
CIS 17C	C++ Programming: Data Structures (CSC)	MNR	Course major modification approved.
CIS 18A	Java Programming: Objects	MNR	Course major modification approved.
CIS 18B	Java Programming: Advanced Objects (CSC)	MNR	Course major modification approved.
CIS 18C	Java Programming: Data Structures (CSC)	MNR	Course major modification approved.
CIS 20	Systems Analysis and Design (CSC)	MR	Course major modification approved.
CIS 21	Introduction to Operating Systems (CSC)	MNR	Course major modification approved.
CIS 26D	Cisco Networking Academy 1D	R	Course major modification approved.
CIS 34A	Introduction to Word (CAT)	R	Course major modification approved.
CIS 65	Introduction to Microsoft PowerPoint (CAT)	MNR	Course major modification approved.
CIS 78A	Introduction to Adobe Photoshop (CAT)	MNR	Course major modification approved.
CIS 78B	Advanced Adobe Photoshop (CAT)	MNR	Course major modification approved.
CIS 79	Introduction to Adobe Illustrator (CAT)	MNR	Course major modification approved.
CIS 80	Word Processing: Microsoft Word for Windows (CAT)	MNR	Course major modification approved.
CIS 81	Introduction to Desktop Publishing using Adobe InDesign (CAT)	MNR	Course major modification approved.
CIS 84	Word Processing: WordPerfect for Windows (CAT)	R	Course major modification approved.
CIS 90	Microsoft Outlook (CAT)	NR	Course major modification approved.
CIS 91	Microsoft Project (CAT)	R	Course major modification approved.
CIS 98A	Introduction to Excel (CAT)	MNR	Course major modification approved.
CIS 98B	Advanced Excel (CAT)	NR	Course major modification approved.
CSC 5	Programming Concepts and Methodology I: C++ (CIS)		Course major modification approved.
CSC 7	Discrete Structures (CIS)	NR	Course major modification approved.
CSC 12	PHP Dynamic Web Site Programming (CIS)	NR	Course major modification approved.

Course	Title	Location	Comment
CSC 14A	Web Programming: JavaScript (CIS)	NR	Course major modification approved.
CSC 17A	Programming Concepts and Methodology II: C++ (CIS)	NR	Course major modification approved.
CSC 17B	C++ Programming: Advanced Objects (CIS)	R	Course major modification approved.
CSC 17C	C++ Programming: Data Structures (CIS)	R	Course major modification approved.
CSC 18A	Java Programming: Objects (CIS)	NR	Course major modification approved.
CSC 18B	Java Programming: Advanced Objects (CIS)	R	Course major modification approved.
CSC 18C	Java Programming: Data Structures (CIS)	R	Course major modification approved.
CSC 20	Systems Analysis and Design (CIS)	R	Course major modification approved.
CSC 21	Introduction to Operating Systems (CIS)	R	Course major modification approved.
GEO 1B	Historical Geology	R	Course major modification approved.
MAG 72	Quantitative Methods for Business (BUS)	R	Course major modification approved.
MKT 20	Principles of Marketing	MNR	Course major modification approved.
MKT 40	Advertising	MNR	Course major modification approved.

58. Course Inclusions: None
59. Course Exclusions: None

60. Course Deletions: Motion (Phelps/Gall/Unanimous) to approve the following course deletion proposals.

Course	Title	Location	Comment
CUL 40	Professional Waitstaff Training	R	Course deletion approved.
CUL 45	Cognizant Cuisine: Delicious Decisions for Better Living	R	Course deletion approved.

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

62. State/Locally Approved Certificate/Degree Modifications:

- The paperwork for the Sociology ADT needed clarification.
- Due to deadlines imposed by catalog dates, there was discussion and consensus to have chair provide ADT modification paperwork, and postpone consideration of the ADT in Sociology, with official motion and vote to be conducted via email prior to Monday (December 4) evening.

Program Name	Location	Comment
ADT – Sociology	R	

63. State/Locally Approved Certificate/Degree Inclusions: None
64. State/Locally Approved Certificate/Degree Exclusions: None

65. State/Locally Approved Certificate/Degree Discontinuance:

Motion (Douglass/Lowden/Unanimous) to approve the following certificate/degree discontinuance.

Program Name	Location	Comment
BUS – Banking Operations (CE625)	R	Program discontinuance approved.
BUS – E-Commerce (CE807)	R	Program discontinuance approved.
BUS – Retail Management/Western Association of Food Chains (WAFC) (AS536/CE536)	R	Program discontinuance approved.
BUS – Virtual Assistant (CE677)	R	Program discontinuance approved.
CAT – Computer Applications (AS728/AS728B/AS728C/CE728)	R	Program discontinuance approved.

Information Items:

40. New Courses:

Course	Title	Location	Comment
CON 80	Construction Scheduling	N	
MAT 42	Algebra for Statistics and Liberal Arts	N	This course was approved previously at Norco.

41. Distance Education: None.

42. Minor Course Modifications:

Course	Title	Location	Comment
CIS 36	Introduction to Productivity Management	M	
CIS 37	Beginning Level Design/Computer Games	MN	
CIS 38A	Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	MN	
CIS 38B	Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	MN	
CIS 38C	Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	M	
CIS 39	Current Techniques in Game Art	MN	

43. Major Course Modifications:

Course	Title	Location	Comment
CMI 82	Intermediate Legal Interpreting	M	
ELE 10	Survey of Electronics	N	
ELE 25	Digital Techniques	N	
ELE 28	MultiSim CAD & PCB Design/Fab	N	

Course	Title	Location	Comment
ELE 77	Electrical Theory for Electricians	N	
ELE 91	Fundamentals of Solar Energy	N	
FIT E2A	First Responder Medical	N	
MAN 55	Occupational Safety and Health Administration (OSHA) Standards for General Industry	N	Approved at Norco previously.

44. Course Inclusions: None.

45. Course Exclusions:

Course	Title	Location	Comment
ACC 61	Cost Accounting - NR	N	
ACC 63	Income Tax Accounting - MNR	N	
ADM 59	(CIS)	N	
CAT 95A	Introduction to the Internet (CIS) – MNR	N	
CIS 14A	Web Programming: Java Script (CSC) - MNR	N	
CIS 39	Current Techniques in Game Art (GAM) - MN	N	
CSC 14A	Web Programming: Java Script (CIS) - MNR	N	
CSC 95A	Introduction to the Internet (CAT) – MNR	N	
GAM 39	Current Techniques in Game Art (CIS) - MN	N	
MAG 54	Employee Labor Relations - NR	N	

46. Course Deletions:

Course	Title	Location	Comment
HET 82	Phlebotomy Technician	M	
HET 86	Acute Care Nurse Assistant	M	
HET 87	Restorative Nurse Assistant	M	
MAN 59		N	

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

Program Name	Location	Comment
AS/ADT – Administration of Justice	N	

48. State/Locally Approved Certificate/Degree Modifications:

Program Name	Location	Comment
AS - Electrician (ELC/ELE)	N	

Program Name	Location	Comment
Local Certificate – Green Technician	N	
AS/Certificate – Industrial Automation	N	
AS – Supply Chain Automation	N	

49. State/Locally Approved Certificate/Degree Inclusions: None
50. State/Locally Approved Certificate/Degree Exclusions: None
51. State/Locally Approved Certificate/Degree Discontinuance: None.

Attachments:
- Sociology ADT
- Program Discontinuance Supporting Documentation (Riverside)
  - BUS – Banking Operations (CE625)
  - BUS – E-Commerce (CE807)
  - BUS – Retail Management/Western Association of Food Chains (WAFC) (AS536/CE536)
  - BUS – Virtual Assistant (CE677)
  - CAT – Computer Applications (AS728/AS728B/AS728C/CE728)
  - CAT – Office Fast Track (CE812)
  - CIS – Relational Database Technology (CE816)
  - CIS – Systems Development Analysis (CE806)

The meeting adjourned at 450pm.

Program Discontinuance Task Force (per AP 4021)

Friday, October 13, 2017

In attendance: Dr. Dennis Anderson, Int. Vice Chancellor of Ed Services, Dr. Carol Farrar, Vice President of Academic Affairs, Regina Miller (representing Program Review), Ellen Drinkwater-Brown (representing Counseling), Shari Yates (representing Curriculum), Mark Lehr (representing Academic Senate), Ajené Wilcoxon (Department Chair), Paul Conrad (Representing faculty), James Cregg (Representing faculty), Janet Lehr (Department Chair), Kristine Di Memmo (representing as both Dean of CTE and for Institutional Research).

I. Open Public Session – CTO at 10:39pm – Dr. Carol Farrar
M – M. Lehr to discuss viability of the programs on the agenda

SC – S. Yates

II. Systems Development Analysis (CE806) and Relational Database Technology (CE816)
Paul Conrad (CIS/CSC Faculty) | Janet Lehr (Chair) BOTH CERTIFICATES

Discussion: Janet Lehr and Paul Conrad provided an overview of the Systems Development Analysis and Relational Database Technology programs indicating that the request for discontinuance of this program was supported by Labor Market Data, student enrollment and completion data (data was reviewed during discussion). This certificate has had no completers, and the content is included in the CISCO program. By discontinuing this program, it will allow further expansion into CISCO and Cyber Security. The jobs in this area are being outsourced, the Labor Market data does not support this program, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, and the Advisory Committee has recommended that this program be discontinued as it has been replaced with the CISCO and Cyber Security program. There is no impact to the faculty, and there are currently 7 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student will complete the program will be required, including the sequence of classes needed to complete the program. The letter will include language that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process (through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None

III. E-Commerce (CE807) and Virtual Assistant (CE677)
Ajené Wilcoxson (BUS Faculty) | Janet Lehr (Chair) ECOMMERCE
Janet Lehr (CAT/CIS Faculty) | Ajené Wilcoxson (Chair) VIRTUAL ASSISTANT

Janet Lehr provided an overview of the E-Commerce program indicating that the request for discontinuance of this program was supported by Labor Market Data, student enrollment and completion data (data was reviewed during discussion). This certificate has had a reduction in completers since 2011-2012, and in 2016-2017 there were no completers. By discontinuing this program, it will allow expansion into the regular Business and CIS curriculum. The jobs in this area are being outsourced, the Labor Market data does not support this program, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, and the Advisory Committee has recommended that this program be discontinued as it has been replaced with other Business and CIS courses and other certificates. There is no impact to the faculty, and there are currently 7 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student will complete the program will be required, including the sequence of classes needed to complete the program. The letter will include language that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process (through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None

Ajené Wilcoxson provided an overview of the Virtual Assistant program indicating that the need for this program led by Labor Market Data, student enrollment and completion data. This certificate has been no completers since 2011-2012. By discontinuing this program, it will allow expansion into the regular Business and CIS curriculum. The jobs in this area are being outsourced, the Labor Market data does not support this program, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, and the Advisory Committee has recommended that this program be discontinued as it has been replaced with other Business and CIS courses and other certificates. There is no impact to the faculty, and there are currently 2 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student will complete the program will be required, including the sequence of classes needed to complete the program. The letter will include language that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process

(through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None

IV. Banking Operations (CE625)
Charlie Wyckoff (BUS Faculty) | Ajené Wilcoxson (BUS Faculty)/Janet Lehr (Chair)

Ajené Wilcoxson provided an overview of the Banking program indicating that the need for this program led by Labor Market Data, student enrollment and completion data. This certificate has been no completers since 2011-2012. By discontinuing this program, it will allow expansion into the regular Business and CIS curriculum. The jobs in this area are being outsourced, the Labor Market data does not support this program, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, the Advisory Committee has recommended that this program be discontinued as it has been replaced with other Business and CIS courses and other certificates. There is no impact to the faculty, and there are currently 12 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student must complete the program will be required, with the sequence of classes (including possible course substitutions and faculty advising to switch to a more relevant degree/certificate), and that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process (through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None

V. Computer Applications (AS728/AS728B/AS728C/CE728)
Janet Lehr (CAT/CIS Faculty) | Ajené Wilcoxson (Chair)

Janet Lehr provided an overview of the Computer Applications program indicating that the need for this program led by Labor Market Data, student enrollment and completion data. This certificate and degree has had limited completers since 2011-2012. By discontinuing this program, it will allow expansion into the regular Business and CIS curriculum – including Business Information Worker and Information Security program. The Labor Market data does not support this program, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, the Advisory Committee has recommended that this program be discontinued as it has been replaced with other Business and CIS courses and other certificates. There is no impact to the faculty, and there are currently 146 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student must complete the program will be required, with the sequence of classes (including possible course substitutions and faculty advising to switch to a more relevant degree/certificate), and that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process (through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None

VI. Retail Management/Western Association of Food Chains (WAFC) (AS536/CE536)
Ajené Wilcoxson (BUS Faculty) | Janet Lehr (Chair)

Ajené Wilcoxson provided an overview of the Retail Management/Western Association of Food Chains program indicating that the need for this program led by Labor Market Data, student enrollment and completion data. This certificate and degree has had 7 completers since 2011-2012. The grocery chains indicated that this program was no longer needed. The Labor Market data does not support this program, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, and the Advisory Committee has recommended that this program be discontinued as it has been replaced with other Business and CIS courses and other certificates. There is no impact to the faculty, and there are currently 4 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student must complete the program will be required, with the sequence of classes (including possible course substitutions and faculty advising to switch to a more relevant degree/certificate), and that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process (through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None

VII. Office Fast Track (CE812)

Janet Lehr (CAT/CIS Faculty) | Ajené Wilcoxson (Chair)

Janet Lehr provided an overview of the Office Fast Track program indicating that the need for this program led by Labor Market Data, student enrollment and completion data. This certificate and degree has had no completers since 2011-2012. The Labor Market data does not support this program in its current capacity, the Strong Workforce Metrics (enrollment, completion, employment data) are not supported by this program, the Advisory Committee has recommended that this program be reworked to be a non-credit program. There is no impact to the faculty, and there are currently 8 students in the pipeline. It was agreed that an email from the Department Chair, followed by a letter from the Dean to indicate how a student must complete the program will be required, with the sequence of classes (including possible course substitutions and faculty advising to switch to a more relevant degree/certificate), and that this program will be fully discontinued as of summer, 2019. The 18-19 Catalog will still list the program within the catalog as being "Discontinued", and the program will be completely removed in the 19-20 Catalog. Additional communications will be required including: notify Financial Aid of program discontinuance, notify Counselors to not put students in this program with comprehensive SEP's (through Counseling Chair), remove options in Web Advisor and within the application process (through Admissions and Records Dean), and notify programs such as EOPS, DRC, VA, etc. to make sure students are identified. The students associated with this program, along with notifications will be managed by the Department Chair. This item will need to be approved by the Curriculum Committee. It was recommended to discontinue this program.

Public Comments: None
VIII. Open Public Session closes – 12:00pm
IX. Voting

Systems Development Analysis - M – P. Conrad/SC – M. Lehr
Additional discussion: None
Approved unanimously to discontinue this program.

Relational Database Technology – M – P. Conrad/SC – M. Lehr
Additional discussion: None
Approved unanimously to discontinue this program.

E-Commerce - M – M. Lehr/ SC- J. Lehr
Additional discussion: None
Approved unanimously to discontinue this program.

Virtual Assistant – M – M. Lehr/ SC- J. Lehr
Additional discussion: None
Approved unanimously to discontinue this program.

Banking Operations - M – D. Wilcoxson/SC – M. Lehr
Additional discussion: None
Approved unanimously to discontinue this program.

Computer Applications – M – E. Drinkwater/SC – S. Yates
Additional discussion: None
Approved unanimously to discontinue this program.

Retail Management/Western Association of Food Chains (WAFC) - M – R. Miller/SC – D. Wilcoxson
Additional discussion: None
Approved unanimously to discontinue this program.

Office Fast Track – M - S. Yates/SC – R. Miller
Additional discussion: None
Approved unanimously to discontinue this program.

X. Adjourn at 12:30pm: M-J. Lehr/SC-S. Yates – Unanimously approved.

Minutes respectfully submitted by K. Di Memmo

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Megan Bottoms**, *RCC Student Activities Coordinator*
☑	**Dan Borses**, *History*	**Carol Farrar**, *Vice President of Instruction*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Rogelio Ruiz**, *Dean of Math, Sciences and Kinesiology*
☑	**Ellen Drinkwater**, *Counseling/Articulation*	**Rochelle Smith**, *Cosmetology*
☑	**Kelly Douglass**, *English & Media Studies*	
	Nancy Gall, *Applied Technology*	
☑	**Mark Haines**, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
	Eddie Perez, *Behavioral Sciences*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, *Mathematics*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

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

B.   The agenda was approved (Star/Romero/Unanimous).

C.   The minutes of November 28, 2017 were approved (Lowden/Conrad/Unanimous – Robert Jew abstained).

E.   Open Hearing:

- Question regarding curricular deadlines for next academic year.
    - The District Curriculum Committee will be determining the schedule for course and approval submissions for the 2019/2020 college catalog later this Spring semester.
    - Once these deadlines have been determined, they will be provided to all faculty for curricular planning.
- Question regarding the requirement for course objectives on course outlines of record.
    - This academic year, it was recommended that course outlines include course objectives (a requirement in Title 5) in addition to course student learning outcomes.

- Many course proposals had course objectives, but many did not.
- The District Curriculum committee, prior to this academic year, had determined that beginning in Fall 2018, all curricular outlines will contain course objectives.
- The suggestion was made to approach normal course outline updates with the inclusion of course objectives, which would require a major modification.
- There is no need to alter the timelines for course outline review.
- Within the next few years, all courses will be modified according to their normally scheduled course and program review.
- Question regarding availability of printed copies of college catalog being made available to curriculum committee members and counseling staff.
    - The Academic Affairs office will look into availability of printed catalog copies and distribute to the committee.

D.   Announcements:

- Riverside City College Curriculum Website (http://websites.rcc.edu/curriculum)
    - A website has been developed and is currently being finalized.
    - The intent was to develop the website over the Spring and Summer and have it fully functional for Fall 2018.
    - Committee was asked to spread the word, to allow all interested parties (and associated webpages) to have proper links to easily direct anyone to this website.
    - Committee was asked to review the website and suggest changes.
        - Any suggested documents should be sent as an attachment.
        - Any suggested reference webpages should include any hyperlinks.
    - Special thanks to Mark Knight, and his office personnel, in the initial development of this website.

F.   Curriculum Policy & Procedure:

- District Educational Master Plan
    - Dr. Farrar discussed Chancellor Isaac's wishes to develop a District-wide educational master plan.
    - This would help facilitate district-wide discussions and long-term planning on curriculum goals.
    - Discussion on need for District level academic expertise since the loss of the Vice Chancellor of Academic Affairs.
- Course and Discipline Inclusion Process
    - Discussion on course specific courses or programs in which another college wishes to adopt.
    - Discussion on importance of increasing variability and access to students at all three colleges, keeping in mind the importance of continued faculty communication across the District as part of curricular planning.

G.   Approval Items

1. New Courses: New course proposals were partitioned for further discussion.

Motion (Douglass/Star/Unanimous with changes) to approve the following new course proposal:

Course	Title	Location	Comment
ART 90	Islamic Art History	R	New course proposal approved, with minor suggested changes.

Motion (Phelps/Vermillion/Unanimous with changes) to approve the following new course proposal:

Course	Title	Location	Comment
DAN D26	Mexican Ballet Folklorico	R	New course proposal approved, with minor suggested changes.

Motion (Douglass/Lowden/Unanimous) to approve the following new course proposals:

Course	Title	Location	Comment
DAN D19	Celebrate Dance Rehearsal	R	New course proposal approved.
ENG 91	Academic Support for English 1A	MR	New course proposal approved.
HIS 42	History of East Asia	R	New course proposal approved.
KIN A57A	Basketball, Beginning	R	New course proposal approved.
KIN A57B	Basketball, Intermediate	R	New course proposal approved.
KIN A57C	Basketball, Advanced	R	New course proposal approved.
KIN A81C	Physical Fitness, Advanced	MNR	New course proposal approved.
KIN V27	Stunt	R	New course proposal approved.
HIS 44	Asian American History	R	New course proposal approved.

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

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

Motion (Phelps/Lowden) to approve the following course major modification proposals. Motion (Lowden/Douglass/Unanimous) to postpone approval for suggested changes.

Course	Title	Location	Comment
PHO 8	Introduction to Film Photography	R	Course major modification was postponed, pending suggested changes.
PHO 10	Advanced Photography	R	Course major modification was postponed, pending suggested changes.

Motion (Phelps/Lowden) to approve the following course major modification proposals. Motion (Haines/Phelps/Unanimous) to postpone approval for suggested changes.

Course	Title	Location	Comment

Course	Title	Location	Comment
PSY 8	Introduction to Social Psychology	MNR	Course major modification was postponed, pending suggested changes.

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

Course	Title	Location	Comment
DAN D60	Musical Theater Dance	R	Course major modification proposal approved.
ENG 80	Preparatory Composition	MNR	Course major modification proposal approved.
MUS 39	Applied Music I	NR	Course major modification proposal approved.
PHO 14	Lighting for Portraiture and Still Life	R	Course major modification proposal approved.
PHO 18	Photographic Editing and Printing	R	Course major modification proposal approved.
PSY 1	General Psychology	MNR	Course major modification proposal approved.
PSY 1H	Honors General Psychology	MNR	Course major modification proposal approved.
PSY 50	Research Methods in Psychology	MNR	Course major modification proposal approved.

Course Inclusions: None.
Course Exclusions: None.

Course Deletions: Motion (Lowden/Thaler/Unanimous) to approve the following course deletions:

Course	Title	Location	Comment
KIN A09	Racquetball	R	Course deletion proposal approved.
KIN A74	Hiking and Backpacking Activities	R	Course deletion proposal approved.
KIN A80	Triathlon Techniques	R	Course deletion proposal approved.
KIN A90	Weight Training	R	Course deletion proposal approved.
KIN 74	Hiking and Backpacking	R	Course deletion proposal approved.
KIN 59	Athletic Advisement	R	Course deletion proposal approved.

New State/Locally Approved Certificates/Degrees: Motion (Phelps/Haines/Unanimous) to approve the following new local states and degrees.

Program Name	Location	Comment
Child and Adolescent Development AA-T	R	New Riverside City College degree approved.
Elementary Teacher Education AA-T	R	New Riverside City College degree approved.
Esthetician Certificate	R	New Riverside City College certificate approved.
Pipe Welding (SMAW, GMAW)	R	New Riverside City College certificate approved.

State/Locally Approved Certificate/Degree Modifications: The following certificate/degree modifications were partitioned for discussion:

Motion (Phelps/Lowden/Unanimous) to approve the following degree modification, pending discussion with discipline for approval of suggested changes.

Program Name	Location	Comment

Economics – ADT	R	Riverside City College degree modification approved with modifications after discussion with Discipline:
		• Formatting errors fixed.
		• Addition of ECO 7H, ECO 8H, and MAT 12H as optional courses for existing courses within the required course list.
		• Clarification of Business Communication within LIST A.
		   o This course was listed as BUS 22.
		   o Business Communication is BUS 24 in the course catalog.
		   o Suggested change of course number from BUS 22 to BUS 24.

Motion (Phelps/Boshara/Unanimous) to approve the following degree modifications.

Program Name	Location	Comment
Welding Technology – AS	R	Riverside City College degree modification approved.
Stick Welding (SMAW)	R	Riverside City College certificate modification approved.
TIG Welding (GTAW)	R	Riverside City College certificate modification approved.
Wire Welding (FCAW, GMAW)	R	Riverside City College certificate modification approved.

State/Locally Approved Certificate/Degree Inclusions: None
State/Locally Approved Certificate/Degree Exclusions: None
State/Locally Approved Certificate/Degree Discontinuance: None.

Information Items:

52. New Courses:

Course	Title	Location	Comment
ELC 405	Electrician Blueprint Reading with Code Applications for National Electrical Code (NEC)	N	
HMS 22	Human Behavior in the Social Environment	M	
HMS 30	Multicultural Counseling – Counseling African Americans	M	
HMS 31	Multicultural Counseling – Counseling Hispanic	M	
HS 32	Multicultural Counseling – Counseling Asian	M	
HMS 33	Multicultural Counseling – Counseling Native Americans	M	
HMS 40	Family Studies – Counseling for Youth and Adolescents	M	
HMS 60	Introduction to Alcohol and Drugs	M	
MAN 36	General Machine Shop and Theory of Machining	N	

53. Distance Education:

Course	Title	Location	Comment
HMS 4 DE	Introduction to Human Services	M	
HMS 13 DE	Employment Support Strategies	M	
HMS 16 DE	Public Assistance and Benefits	M	

54. Minor Course Modifications:

Course	Title	Location	Comment
CIS 36	Introduction to Computer Game Design	M	

55. Major Course Modifications:

Course	Title	Location	Comment
ELE 23	Electronic Devices and Circuits	N	

56. Course Inclusions:

Course	Title	Location	Comment
ADJ 20	Introduction to Corrections	N	
ADJ 200	ADJ Work Experience	N	

Course	Title	Location	Comment
ANT 16	Field Experience	N	
WEL 34	Metal Joining Process	N	

57. Course Exclusions:

Course	Title	Location	Comment
SPA 1H	Spanish 1 Honors	N	
SPA 2H	Spanish 2 Honors	N	
SPA 3N	Spanish for Native Speakers	N	

58. Course Deletions:

Course	Title	Location	Comment
FIT C2A	Fire Command 2A-Command Tactics at Major Fires	M	
FIT M2A	Management 2A- Organizational Development and Human Relations	M	
FIT M2B	Management 2B, Fire Service Financial Management	M	
FIT M2C	Management 2C – Personnel and Labor Relations	M	
FIT M2D	Management 2D, Master Planning In the Fire Science	M	
FIT M2E	Ethics and the Challenge of Leadership in the Fire Service	M	

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

60. State/Locally Approved Certificate/Degree Modifications:

Program Name	Location	Comment
ELC/ELE AS Degree	N	

61. State/Locally Approved Certificate/Degree Inclusions: None.
62. State/Locally Approved Certificate/Degree Exclusions: None.
63. State/Locally Approved Certificate/Degree Discontinuance: None.

64. New Discipline:

Title	Location	Comment
ENP - Entrepreneurship	N	

Title	Location	Comment
ENT – Engineering Technology	N	
WEL – Welding Discipline	N	

65. Discipline Inclusions/Exclusions: None.

Attachments:

- New Programs:
    - Child and Adolescent Development AA-T.
    - Elementary Teacher Education AA-T.
    - Esthetician certificate proposal.
    - Pipe Welding (SMAW, GMAW) certificate modification.
- Program modifications:
    - Economics ADT modification (course addition).
    - Welding Technology AS degree modification.
    - Stick Welding (SMAW) certificate modification.
    - TIG Welding (GTAW) certificate modification.
    - Wire Welding (FCAW, GMAW) certificate modification.

The meeting adjourned at 440pm.

Associate in Arts for Transfer Degree in Child and Adolescent Development   College: R
TOPS 1305.00

SHORT DESCRIPTION OF PROGRAM
The Associate in Arts in Child and Adolescent Development for Transfer (AA-T) offers lower division coursework examining classical and contemporary research that promotes positive developmental outcomes spanning conception though emerging adulthood. This option of study is intended for students who aspire to careers in developmental research, public policy, social work, school psychology, and similar fields.

This degree is designed to facilitate the students to transfer to the California State University System with an Associate Degree in Child and Adolescent Development. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree Program in Child and Adolescent Development; Human Development (Adolescent Option, Childhood Option, Children's Services); or a major deemed similar at a CSU campus.   Students who complete the Child and Adolescent Development AA-T degree and choose to take other Early Childhood Education coursework as their electives will also be able to qualify for employment in the field of early childhood education, as well as earn a Child Development Permit issued by the CA State Commission of Teacher Credentialing.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Demonstrate an understanding of the perspectives, theories, research methods, and core concepts of child development as an area of scientific inquiry.
- Assess how socialization and culture impact the lives of children and families.
- Demonstrate and understanding of contemporary childhood issues in a global context.

Required Core Courses (12 units):		**Units**
EAR-20*	Child and Growth Development	3
EAR 42*	Child, Family, and Community	3
PSY-1/1H*	General Psychology	3
PSY-9*	Developmental Psychology	3
MAT-12/12H*	Statistics	4
or PSY-48/SOC-48*	Statistics for the Behavioral Sciences	3

Required Core Units=15-16

List A: Select and complete one (1) course (3-4 units) from below.

ANT 2/2H*	Cultural Anthropology	3
SOC-1/1H*	Introduction to Sociology	3
SOC-10*	Race and Ethnic Relations	3
SOC 12*	Marriage and Family Relations	3
BIO-1/1H*	General Biology	4
EAR-19	Observation and Assessment	3
EAR-24	Introduction to Curriculum	3
EAR-25	Teaching in a Diverse Society	3
EAR-30	Practicum in Early Childhood Education	4
EAR-33	Infants and Toddler Development	3
EAR-34	Infants and Toddler Care and Education	3
EAR-43	Children with Challenging Behaviors	3
HES-1*	Health Science	3
PSY-50*	Research Methods in Psychology	4

*Courses may be double counted within CSUGE/IGETC.   **Total Major Units=18-19**
Students who complete the AA-T in Child and Adolescent Development must have the following:
- Completion of 60 CSU transferable CSU General Education

- A minimum of at least 2.0 GPA in CSU transferable courses
- Completion of at least 18 units in the major with a grade of "C" or better
- Completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements (or)
- Completion of Intersegmental General Educational Transfer Curriculum (IGETC) requirements.

Total Major Units: 60-61

The Associate in Arts in Child and Adolescent Development for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

Associate of Arts Degree in Elementary Teacher Education for Transfer   College: R
TOPS 4930.60

SHORT DESCRIPTION OF PROGRAM
The Associate of Arts in Elementary Teacher Education for Transfer (AA-T) offers lower division coursework examining content area subject matter requirements for teaching at the elementary school level. Students will explore the core principles and practices of a liberal studies curriculum in order to build a foundation appropriate for entry into advanced study in teacher preparation. The students also have the opportunity to participate in supervised fieldwork in K-8 settings.

This degree is designed to facilitate students transferring to the California State University System with an Associate Degree in Elementary Teacher Education. With this degree, the student will be prepared to enter into a Bachelor Degree Program designed to prepare them to teach in a K-8 classroom. This option prepares students for transfer to CSU to major in either a General Track Liberal Studies Program or an Integrated Liberal Studies/Multiple Subject Teaching Credential Program.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Demonstrate knowledge of professional standards, ethics, and professionalism in elementary education classrooms to meet the diverse needs of students.
- Demonstrate an understanding of historical influences, current trends, theories, and educational issues in a global context.
- Demonstrate introductory subject matter competency for the Multiple Subject California Subject Examination for Teachers (CSET).

Required Courses (58-60 units):		**Units**
EDU-1	Introduction to Elementary Classroom Teaching	4
EAR-20*	Child Growth and Development	3
BIO-1/1H*	General Biology	4
CHEM-2A *	Introductory Chemistry	4
PHY-10*	Introductory Physics	3
PHY-11*	Introductory Physics Lab	1
GEO-4	Earth Science for Educators	4
MAT-26*	Math for Elementary School Teachers	3
COM-1/1H*	Public Speaking	3
ENG-1A/1AH*	English Composition	4
ENG-1B/1BH*	Critical Thinking and Writing	4
GEG-3*	World Regional Geography	3
HES-1*	Health Science	3
HIS-1*	History of World Civilizations, I	3
HIS-6/6H*	Political and Social History of the United States	3
POL-1/1H*	American Politics	3

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

LIST B: (3 units) | **Choose one course from the following** |
--- | --- | ---
ART-1/1H | History of Western Art: Prehistoric, Ancient, and Medieval | 3

ART-2/2H	History of Western Art: Renaissance through Contemporary	3
ART-5	History of Non-Western Art	3
ART-6/6H	Art Appreciation	3
DAN-6/6H	Dance Appreciation	3
MUS-19/19H*	Music Appreciation	3
THE-3*	Introduction to the Theatre	3

LIST C: (0-3 units)

| CIS-1A | Introduction to Computer Information Systems | 3 |

Total Major Units: 58-61

*Courses may be double counted within CSUGE/IGETC

The Associate in Arts in Elementary Teacher Education for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

Esthetician Certificate (R)

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM

In depth study of skin care and related sciences.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Apply basic principles of California Board of Barbering and Cosmetology Act and Regulations.
- Recognize the importance of skin care related sciences.
- Describe the differences between sanitation, disinfection, and sterilization.

Required Courses (9 units)	Units
COS 62A Level I Esthetician Concepts	10
COS 62B Level II Esthetician Concepts	10
	Total Units 20

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R_X_ M___ N____

TOPS Code: 0956.50

Pipe Welding (SMAW, GMAW) (R) Certificate

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM

This certificate provides students with the technical knowledge and skill, in the oxyacetylene cutting and SMAW/GMAW pipe welding, to be able to enter into a welding career either in the field or shop environment. With these new skills, students will be able to obtain entry level employment as a pipe welder's helper or in a shop doing production welds, welding ferrous pipe.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability to make satisfactory welds on ferrous pipe.
- Display the ability to make satisfactory open root pipe welds using GMAW and SMAW.
- Demonstrate knowledge of the proper fit-up of a pipe joint

Required Courses (9 units)	Units
WEL-65B Advanced Shielded Metal Arc Welding	3
WEL-75A Intro to Gas Metal Arc Welding	3
WEL-85A American Welding Society/Los Angeles City - Welding I	3
WEL-85B American Welding Society/Los Angeles City - Welding II	3
WEL-115A SMAW/GMAW Pipe welding fundamentals	3

Total Units 15

PROGRAM OUTLINE OF RECORD

Associate in Arts in Economics for Transfer   College: Riverside City
TOPS 2204.00

The Associate in Arts in Economics for Transfer degree is a curricular pattern designed specifically to transfer students as Economics majors with junior status to the CSU system. Though the Associate in Arts in Economics for Transfer also provides broad general preparation for Economics 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 Economics for Transfer will be provided with a deep appreciation of how the economy functions.

Upon successful completion of this program, students should be able to:
1. Describe, analyze and evaluate economic concepts, paradigms, and theories of the economy.
2. Analyze data to identify major current economic problems and use economic theory to analyze and evaluate the problems.
3. Identify current governmental policies to remedy economic problems and assess the effectiveness of these policies.

Required Courses (14 units)		Units
ECO 7	Principles of Macroeconomics	3
or ECO 7H	Honors Principles of Macroeconomics	3
ECO 8	Principles of Microeconomics	3
or ECO 8H	Honors Principles of Microeconomics	3
MAT 12	Introduction to Statistics	4
or MAT 12H	Honors Introduction to Statistics	4
MAT 1A	Single Variable Calculus I-Early Transcendentals	4

LIST A Select one course from the following (3-4 units):		
MAT 1B	Single Variable Calculus II-Early Transcendentals	4
ACC 1A	Financial Accounting I	3
ACC 1B	Principles of Accounting II	3
CIS 1A	Business Information Systems	3

LIST B Select one course from the following (3 units):		
ECO 5	Resource Economics	3
ECO 6	Introduction to Political Economy	3
or POL 6	Introduction to Political Economy	3
ECO 9	Poverty and Discrimination	3
or ECO 9H	Honors Poverty and Discrimination	3
ECO 10	Economics and Personal Decision-making	3

Associate in Arts for Transfer Degree

The Associate in Arts in Economics for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

WELDING TECHNOLOGY AS (R)   AS606/AS606B/AS606C/CE606

Associate of Science Degree

The Associate of Science Degree in Welding Technology will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM

This program prepares individuals to apply technical knowledge and skills for joining and cutting metallic materials. This includes instruction in SMAW, FCAW, GMAW, GTAW welding processes; oxyacetylene and plasma cutting of ferrous and non-ferrous materials. Includes, welding metallurgy, structural welding safety, blueprint reading, and applicable codes and standards. These skills prepare students for the following careers: iron worker trade, pipe welding trade, steel worker trade, construction trades, aerospace industry, pile driver trades, and glazing trades.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Display the ability to work safely within the welding industry.
- Obtain skills necessary to obtain an entry-level job within the welding/construction industry.
- Demonstrate knowledge of SMAW, FCAW, GMAW, and GTAW welding processes.
- Obtain skills necessary to properly set up equipment used in the various welding processes.
- Obtain skills needed to pass AWS skills test to become a certified welder.

Required Courses (23 units)		Units
WEL-65A	Beginning Shielded Metal Arc Welding (SMAW)	3
WEL-65B	Advanced Shielded Metal Arc Welding	3
WEL-75A	Gas Metal Arc Welding (GMAW)	3
WEL-75B	Flux Cored Arc Welding (FCAW)	3
WEL-85A	American Welding Society/Los Angeles City - Welding I	3
WEL-95A	Introduction to Gas Tungsten Arc Welding	3
WEL-115A	SMAW/GMAW Pipe welding fundamentals	3
WEL-20	Blueprint Reading for Welders	2
Electives	(Choose from list below)	5

Electives		
WEL-22	Plate and Structural Steel Layout	2
WEL-34	Metal Joining Processes	2
WEL-85B	American Welding Society/Los Angeles City - Welding II	3
WEL-95B	Advanced Gas Tungsten Arc Welding	3
WEL-200	Welding Work Experience	1-2-3-4

Total Units 28

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R_X_ M___ N___

STICK Welding (SMAW) (CE824) (R) Certificate

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM

This certificate provides students with the technical knowledge and skill in oxyacetylene cutting, and SMAW welding to be able to enter into the welding career of either a structured steel field or shop environment. With these new skills, students will be able to obtain entry level employment as a welder's helper in the field or in welding shops welding structural steel.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability of SMAW process, safety, and oxyacetylene cutting.
- Demonstrate advanced knowledge and ability of SMAW, welding symbols, and safety.
- Differentiate between each of the welding process used in the welding industry.
- Demonstrate knowledge of AWS welding codes.

Required Courses (9 units)		Units
WEL-65A	Beginning Shielded Metal Arc Welding	3
WEL-65B	Advanced Shielded Metal Arc Welding	3
WEL-85A	American Welding Society/Los Angeles City - welding I	3
or		
WEL-85B	American Welding Society/Los Angeles City - Welding II	3

Total Units 6

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R_X_ M___ N___

TOPS Code: 0956.50

TIG Welding (GTAW) (CE819) (R) Certificate

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM

This certificate provides students with the technical knowledge and skill, in plasma cutting and GTAW welding, to be able to enter into a welding career either in the field or shop environment. With these new skills, students will be able obtain entry level employment as a welder's helper in the field or as a beginning welder, in a production setting, welding thin materials.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability in the GTAW (Gas Tungsten Arc Welding) process, welding symbols, and safety.
- Differentiate between ferrous and non-ferrous metals.
- Demonstrate knowledge of the different tungsten used for GTAW.

Required Courses (9 unites)		Units
WEL-95A	Introduction to Gas Tungsten Arc Welding	3
WEL-95B	Advanced Gas Tungsten Arc Welding	3
		Total Units 6

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

Wire Welding (FCAW, GMAW) (CE808) (R) Certificate

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM

This certificate provides students with the technical knowledge and skill, in oxyacetylene cutting and FCAW/GMAW welding, to be able to enter into a welding career either in the field or shop environment. With these new skills, students will be able to obtain entry level employment as a welder's helper or in a shop production welding setting welding structural steel, parts of medium thickness, or sheet steel.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability of the FCAW and GMAW welding processes, welding symbols, and safety.
- Differentiate between each of the welding processes used in the welding industry.
- Demonstrate knowledge of AWS welding codes.

Required Courses (9 unites)   Units

WEL-75A	Gas Metal Arc Welding	3
WEL-75B	Flux Cored Arc Welding	3
WEL-85A	American Welding Society/Los Angeles City Welding I	3
or		
WEL-85B	American Welding Society/Los Angeles City Welding II	3

Total Units 9

Riverside City College
Curriculum Committee Minutes (approved)
March 13, 2018 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Megan Bottoms**, *RCC Student Activities Coordinator*
☑	**Dan Borses**, *History*	**Rogelio Ruiz**, *Dean of Math, Sciences and Kinesiology*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Marc Sanchez**, *Department Chair, Mathematics*
☑	**Ellen Drinkwater**, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
	Mark Haines, *Dance*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
	Amy Vermillion, *Nursing Education*	
	Shari Yates, *Early Childhood Studies*	

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

B.   The agenda was approved (Phelps/Romero/Unanimous).

C.   The minutes of February 27, 2018 were approved (Borses/Phelps/Unanimous).

E.   Open Hearing:

- Printed Catalogs: Kelly Douglas expressed her appreciation for her copy of the printed catalog, which was followed by other faculty on the curriculum committee expressing their thanks as well.

- AB705 (https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB705).

   o   Discussion the passage of AB 705, and its possible impact on local curriculum.

   o   Within a week, the state should be releasing guiding principles for local colleges to follow, in order to achieve goals stated in the assembly bill.

- These policies will be enacted by Fall 2019.

- From the above website, language of the bill includes:

  - *Requiring community colleges or districts to maximize the probability that the student will enter and complete transfer-level coursework in English and mathematics within a one-year timeframe.*

  - *Use in the placement of students into English and mathematics courses in order to achieve this goal, one or more of the following: high school coursework, high school grades, and high school grade point average.*

  - *Establishes regulations governing the use of measures, instruments, and placement models to ensure that these measures, instruments, and placement models achieve the goal of maximizing the probability that a student will enter and complete transfer-level coursework in English and mathematics within a one-year timeframe, and that a student enrolled in English-as-a-second-language (ESL) instruction will enter and complete degree and transfer requirements in English within a timeframe of 3 years.*

  - *Prohibits a community college district or college from requiring students to enroll in remedial English or mathematics coursework that lengthens their time to complete a degree unless placement research that includes consideration of high school grade point average and coursework shows that those students are highly unlikely to succeed in transfer-level coursework in English and mathematics.*

- Proposed courses being added to AOEs and GE pathways.

  - Courses can be proposed for inclusion on AOE and GE pathways.

  - Proposals are submitted in Fall for consideration in the Spring.

  - Discussion on a few proposals, and whether they were submitted or when they would be considered. Steve and Greg will look into the formal proposals.

- Curriculum Deadlines – Discussion on AOE/GE pathways led to further discussion on curricular deadlines in the Fall. No deadlines have been set by the District Curriculum Committee yet.

- Course Objectives – beginning in Fall 2018, all course outlines will contain Course Objectives when being reviewed. This is a requirement from the state, whereas Student Learning Outcomes are an accreditation requirement.

D. Announcements:

F. Curriculum Policy & Procedure:

- META Program Module update and discussion (Schmidt)
  - The program side of META is still under review, prior to its approval by Technical Review.

- o Steve asked faculty to visit the BETA version and draft programs.
- o The "sandbox" version allows faculty to work on proposals, with no impact on existing curriculum or programs.
- o The website for access for faculty is located at:
  - ▪ https://rccd.sandbox.curricunet.com/Program?cetId=2

G.   Approval Items

66. New Courses: New course proposals were partitioned for discussion:

Motion (Phelps/Reyes/Unanimous) to approve the following new course proposals:

Course	Title	Location	Comment
MAT 45	Statway I	MR	New course proposal approved, with suggested corrections to spelling and content. Course author will be contacted.
MAT 15	Statway II	MR	New course proposal approved, with suggested corrections to spelling and content. Course author will be contacted.

Motion (Douglas/Conrad/Unanimous) to approve the following new course proposal:

Course	Title	Location	Comment
MUS 101	Introduction to Music Technology	MR	New course proposal approved.

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

Course	Title	Location	Comment
CAT 30A DE	Business English	R	Distance education proposal approved, with suggestion to remove or modify "immediate" response by faculty. Course author will be contacted.

68. Minor Course Modification: The following minor course modification was presented to the committee for consensus review by the technical review committee.

Course	Title	Location	Comment
ADM 1	Introduction to Applied Digital Media	R	Minor course modification approved at technical review, with no concerns by the curriculum committee.

69. Major Course Modifications: The following proposed major course modifications were partitioned for discussion.

Motion (Lowden/Conrad/Unanimous) to approve the following course major modification:

Course	Title	Location	Comment
CAT 1A	Business Etiquette	MNR	Course major modification proposal approved.

Motion (Lowden/Phelps/Unanimous with Douglass abstained) to approve the following course major modifications:

Course	Title	Location	Comment
CIS 11	Computer Architecture and Organization: Assembly	MNR	Course major modification proposal approved. Cross-listed with CSC 11.
CSC 11	Computer Architecture and Organization: Assembly	NR	Course major modification proposal approved. Cross-listed with CIS 11.

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

Course	Title	Location	Comment
JOU 12	Photojournalism	R	Course major modification proposal approved. Cross-listed with PHO 12, which was also recently modified.

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

Course	Title	Location	Comment
KIN 4	Nutrition	MNR	Course major modification proposal approved.
KIN 6	Introduction to PE for Preschool and Elementary Children	R	Course major modification proposal approved.
KIN 26	Foundations of Coaching	R	Course major modification proposal approved.
KIN 33	Baseball Theory	R	Course major modification proposal approved.
KIN 43	Introduction to Personal Training	R	Course major modification proposal approved.
KIN 45	Group Fitness Instructor	R	Course major modification proposal approved.
KIN V95	Out-Of-Season Sport Conditioning	MNR	Course major modification proposal approved.

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

Course	Title	Location	Comment
PHI 19	Native American Thought	NR	Course major modification proposal approved, with proposed language modifications.

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

Course	Title	Location	Comment
REA 86	Reading Strategies for Textbooks	MNR	Course major modification proposal approved.

70. Course Inclusions: None.
71. Course Exclusions: None.

72. Course Deletions: Motion (Lowden/Phelps/Unanimous) to approve the following course deletion proposal:

Course	Title	Location	Comment
KIN 8	Triathlon Techniques	R	Course deletion proposal approved.

73. New State/Locally Approved Certificates/Degrees: New locally approved certificates and degrees were partitioned for discussion:

Motion (Phelps/Lowden) to approve the following certificates/degree proposals. Motion (Lowden/Magno/Unanimous) to postpone for further clarification or concerns. Proposal authors will be contacted.

Program Name	Location	Comment
Accounting for Business	R	Certificate proposal postponed for further clarification.
Business Skills Boot Camp	R	Certificate proposal postponed for further clarification.
Entrepreneurship	R	Certificate proposal postponed for further clarification.
Gig: The Solopreneurs Adventure	R	Certificate proposal postponed for further clarification.
Human Resources	R	Certificate proposal postponed for further clarification.
Quality Assurance	R	Certificate proposal postponed for further clarification.
Real Estate	R	Certificate proposal postponed for further clarification.
Real Estate Salesperson	R	Certificate proposal postponed for further clarification.

Motion (Phelps/Lowden/Unanimous) to approve the following certificates/degree proposals.

Program Name	Location	Comment
General Business	R	Local certificate proposal approved.
Gig Economy	R	Local certificate proposal approved.

Program Name	Location	Comment
Information Security	R	Local certificate proposal approved.
Kinesiology - ADT	R	Associates Degree for Transfer proposal approved. KIN A82 was removed from proposal.
Management	R	Local certificate proposal approved.
Marketing	R	Local certificate proposal approved.

74. State/Locally Approved Certificate/Degree Modifications: None
75. State/Locally Approved Certificate/Degree Inclusions: None
76. State/Locally Approved Certificate/Degree Exclusions: None
77. State/Locally Approved Certificate/Degree Discontinuance: None.

Information Items:

66. New Stand-Alone Courses:

Course	Title	Location	Comment
CIS 22	Systems Auditing	M	
ELC 11	DC Electronics	N	
ELC 13	AC Electronics	N	
ELC 91	Fundamentals of Solar Energy	N	
ELC 405	Electrician Blueprint Reading with Code Applications for National Electrical Code (NEC)	N	

67. Distance Education: None.
68. Minor Course Modifications: None.
69. Major Course Modifications: None.

70. Course Inclusions:

Course	Title	Location	Comment
KIN A71	Women's Sand Volleyball Int/Adv	N	
KIN V01	Cross Country, Varsity, Men	N	
KIN V12	Cross Country, Varsity, Women	N	
KIN V71	Women's Sand Volleyball	N	
KIN V78	Long Distance Running	N	

71. Course Exclusions: None.
72. Course Deletions: None.
73. New State/Locally Approved Certificates/Degrees: None.
74. State/Locally Approved Certificate/Degree Modifications: None

75. State/Locally Approved Certificate/Degree Inclusions: None
76. State/Locally Approved Certificate/Degree Exclusions: None
77. State/Locally Approved Certificate/Degree Discontinuance: None.

The meeting adjourned at 5pm.

Attachments:
- New Certificate/Degree Proposals (approved)
  - New Certificate Proposal – General Business
  - New Certificate Proposal – Gig Economy
  - New Certificate Proposal – Information Security
  - New Degree Proposal – Kinesiology ADT
  - New Certificate Proposal – Management
  - New Certificate Proposal – Marketing

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **GENERAL BUSINESS**
TOPS 0501.00

SHORT DESCRIPTION OF PROGRAM
The program will prepare individuals to apply business principles and techniques in various career settings and to gain an understanding of business situations that affect their personal and working lives. Fulfills a portion of the Associate of Science degree in Business with a Major Concentration in General Business

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Explain the managerial applications of accounting reports and ratios to the business enterprise.
- Analyze the law as it pertains to business organizations, and to determine the legal management of the various forms of law.
- Analyze the business elements that comprise the logistics function.
- Develop and apply principles of moral judgment and ethical behavior to business situations.
- Anticipate and pose problems relative to understanding and supervising personnel.
- Identify and analyze human relations techniques appropriate to a managerial role.
- Explain and develop the marketing mix, including an analysis of the marketing mix variables—product, place, price, and promotion.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
MKT 20	Management Communications	3
BUS 47	Business/Management Ethics	3
or		
MAG 47	Business Management Ethics	3
BUS 48	International Business	3
MAG 51	Supervision	3
TOTAL CERTIFICATE UNITS		15 UNITS

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **GIG ECONOMY**
TOPS 0506.40

SHORT DESCRIPTION OF PROGRAM
This program prepares individuals for on-demand jobs that range from temporary short-term contracts for various industries.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Demonstrate an understanding of social media and its effectiveness when utilized as a tool for marketing oneself as a viable candidate for employment within the Gig Economy.
- Design and create a viable Business Model Canvas consisting of a value proposition, customer segments, customer relationships, channels, key partners, key activities, key resources, cost structure and revenue streams.
- Demonstrate the results-oriented ability to engage in technological platforms, to develop opportunity pro-files, establish service compensation value, billing, and other skills necessary to participate in the Gig economy.

REQUIRED COURSES		9 Units
BUS 14	Social Media and Online Marketing	3
BUS 30	Entrepreneurship	3
WKX BUS	Business Administration Work Experience	3

TOTAL CERTIFICATE UNITS	9 UNITS

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **INFORMATION SECURITY**
TOPS 0707.30

SHORT DESCRIPTION OF PROGRAM
The Information Security Certificate will give the students the fundamental skills needed in the field of Computer and information Security

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Implement the concepts, principles, and techniques involved in attacking and disabling a network within the context of properly securing a network in both theory and through hands-on exercises.
- Describe the architecture/operations of routers and switches, analyze and resolve common issues related to security points of failure in a medium size LAN.
- Demonstrate essential knowledge of Linux and other open source operating systems and software needed for employment in the IT/technical support, mobile application support and network operations security career fields.
- Understand the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. This includes: identify and evaluate risk, create secure device configurations, analyze protocols, attack methods, evaluate cryptography implementation and practice, and evaluate security of information systems and networks
- Evaluate environmental issues as they pertain to information security risk, understand how to create disaster recovery and physical software security policies and procedures based on industry standards and best practices.

REQUIRED COURSES		17 Units
CIS 21A	Linus Operating Systems Administration	3
or		
CSC 21A	Linus Operating Systems Administration	3
CIS 25	Information & Communication Technology Essentials	3
or		
CSC 25 25A	Information & Communication Technology Essentials	3
CIS 26A	Cisco Networking Academy 1A	4
CIS 26B	Cisco Networking Academy 1B	4
CIS 27	Information and Network Security	3
or		
CSC 27	Information and Network Security	3
TOTAL CERTIFICATE UNITS		17 UNITS

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PROGRAM OUTLINE of RECORD

College: R <u>X</u>   M ___   N ___   TOPs Code:1270.00

Associate in Science in Kinesiology for Transfer Degree

PROGRAM PREREQUISITE:
None.

Short Description of Program
The Associate Degree for Transfer in Kinesiology is a 60-unit degree program that provides lower division preparation for students planning to transfer to a CSU for a bachelor's degree in Kinesiology. This degree provides general preparation for KIN majors to transfer to a four-year university. Students completing the Associate Degree for Transfer in KIN will be prepared to transfer to a CSU as juniors and pursue a Bachelor of Arts or a Bachelor of Science in Kinesiology. Students transferring to a non-CSU campus should consult the catalog and determine the specific requirements of the campus to which they are applying. In this major, students will enhance physical skills and development in the areas of Aquatics, Combatives, Team Sports, Individual Sports, Fitness, and Dance. Students will also be exposed to the history and philosophy of Kinesiology.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Identify and utilize principles of the major body systems of Anatomy and Physiology as they relate to movement and physical activity.
- Analyze and apply physical skills and movements related to physical activity.
- Develop goals and devise strategies for personal development, physical well-being and lifelong learning.

Required Courses (11 units)		**Units**
KIN-10	Introduction to Kinesiology	3
BIO-50A	Anatomy and Physiology I	4
BIO-50B	Anatomy and Physiology II	4

Movement-based Courses - Select one course maximum form any three of the following areas (3 units)

Aquatics
KIN-A28	Swimming, Beginning	1
KIN-A29	Swimming, Intermediate	1
KIN-A30	Swimming, Advanced Skills and Conditioning	1
KIN-A31A	Beginning Water Aerobics and Deep Water Exercise	1
KIN-A31B	Intermediate Water Aerobics and Deep Water Exercise	1
KIN-A31C	Advanced Water Aerobics and Deep Water Exercise	1

Combatives
KIN-A40	Karate, Beginning	1
KIN-A41	Karate, Intermediate	1
KIN-A43	T'ai-chi Ch'uan, Beginning	1
KIN-A44	T'ai-chi Ch'uan, Intermediate	1

Dance

DAN-D21	Ballet, Beginning	1
DAN-D22	Ballet, Intermediate	1
DAN-D23	Ballet, Advanced	1
DAN-D32	Jazz, Beginning	1
DAN-D33	Jazz, Intermediate	1
DAN-D34	Jazz, Advanced	1
DAN-D43	Tap, Beginning	1
DAN-D44	Tap, Intermediate	1
DAN-D45	Tap, Advanced	1

Fitness

KIN-A46	Hatha Yoga, Beginning	1
KIN-A47	Hatha Yoga, Intermediate	1
KIN-A75A	Walking for Fitness: Beginning	1
KIN-A75B	Walking for Fitness: Intermediate	1
KIN-A77A	Jogging for Fitness: Beginning	1
KIN-A77B	Jogging for Fitness: Intermediate	1
KIN-A77C	Jogging for Fitness: Advanced	1
KIN-A81A	Physical Fitness: Beginning	1
KIN-A81B	Physical Fitness: Intermediate	1
KIN-A90A	Weight Training: Beginning	1
KIN-A90B	Weight Training: Intermediate	1
KIN-A90C	Weight Training: Advanced	1

Individual Sports

KIN-A11	Tennis, Beginning	1
KIN-A12	Tennis, Intermediate	1
KIN-A13	Tennis, Advanced	1
KIN-A20	Golf, Beginning	1
KIN-A21	Golf, Intermediate	1

Team Sports

KIN-A55	Slow Pitch Softball		1
KIN-A57A	Basketball: Beginning		1
KIN-A57B	Basketball: Intermediate	1	
KIN-57C	Basketball: Advanced		1
KIN-A62	Flag Football		1
KIN-A64	Soccer		1
KIN-A67	Volleyball, Beginning		1
KIN-A68	Volleyball, Intermediate	1	
KIN-A69	Volleyball, Advanced		1
KIN-A71	Sand Volleyball		1

List A – Select two (7-9 units)

MAT-12/12H	Statistics/Honors Statistics	4
BIO-1/1H	General Biology/Honors General Biology	4
OR		

CHE-2A	Introductory Chemistry I	4
OR		
CHE-1A/1H	General Chemistry I/Honors General Chemistry I	5
PHY-10	Introduction to General Physics	3
AND		
PHY-11	Physics Laboratory	1
KIN-30	First Aid and CPR	3

Associate Degree for Transfer

The Associate Degree for Transfer in Kinesiology will be awarded upon completion of course work totaling 60 California State University (CSU) transferable units including the major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (SCUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade "C" or better.

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **MANAGEMENT**
TOPS 0506.30

SHORT DESCRIPTION OF PROGRAM
This program will prepare individuals seeking management positions to be better candidates for promotion, and those already in management positions to improve their management skills and effectiveness. Fulfills a portion of the Associate of Science degree in Business with a Major Concentration in Management.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Apply sound management practices.
- Analyze and apply appropriate managerial practices in one or more areas of ethics, human resources, quality management, operations, motivation, etc.
- Application of the various management and leadership skills.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
BUS 22	Management Communications	3
BUS 47	Business/Management Ethics	3
or		
MAG 47	Business Management Ethics	3
BUS 48	International Business	3
MAG 44	Management	3
TOTAL CERTIFICATE UNITS		15 UNITS

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **MARKETING**
TOPS 0509.00

SHORT DESCRIPTION OF PROGRAM
Prepares individuals to undertake and manage the process of developing both consumer and business markets and communicating product benefits to targeted market segments. Fulfills a portion of the Associate of Science degree in Business with a Major Concentration in Marketing.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Develop and implement marketing strategies.
- Develop a comprehensive marketing plan.
- Construct and implement a promotional program.
- Research and analyze consumer decision parameters.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
MKT 20	Management Communications	3
MKT 40	Advertising	3
MKT 42	Retail Management	3
MKT 41	Techniques of Selling	3
or		
BUS 43	International Marketing	3
TOTAL CERTIFICATE UNITS		15 UNITS

Riverside City College
Curriculum Committee Minutes (draft)
March 27, 2018 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	**Carol Farrar**, *Vice President of Instruction*
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Laneshia Jude**, *Business Administration/Info Sys Tech*
☑	**Dan Borses**, *History*	**Janet Lehr**, *Business Administration/Info Sys Tech*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Mark Sanchez**, *Mathematics*
☑	**Ellen Drinkwater**, *Counseling/Articulation*	**Rogelio Ruiz**, *Dean of Instruction*
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
	Robert Jew, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
	Bill Phelps, *Physical Science*	
☑	**Ernesto Reyes**, *Mathematics*	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

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

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

C.   The minutes of March 13, 2018 were approved (Thaler/Boshara/Unanimous).

D.   Announcements: No announcements.

E.   Open Hearing:

- Issues with new faculty hires having META account access.

    o   All new faculty, faculty retirements, department chair/discipline facilitator changes or administrative personnel changes need to be communicated with the chair or technical review in order for META account updates or creation to be generated

F.   Curriculum Policy and Procedure

- AB705

- Kelly Douglass gave an update on AB705, which may have significant impact on curriculum in certain disciplines, especially English and Mathematics.

- The state released English standards recently. Mathematics standards should be released by the state soon.

- Kelly explained the basic philosophy of AB705, and potential changes to English courses in order to meet the mandated standards.

- More discussion to follow.

- Student Registration Policy Changes

  - A new policy was recently distributed District-wide, where students would be allowed to register for both Winter/Spring and Summer/Fall semesters at the same time.

  - Potential impacts on curriculum approval timelines and student enrollment due to issues like prerequisites were discussed.

  - More discussion to follow.

G.   Approval Items

78. New Courses: New course proposals partitioned for further discussion.

Motion (Romero/Reyes/Unanimous) to approve the following new course proposals. Approved with minor corrections.

Course	Title	Location	Comment
CUL 46	Fundamentals of Baking and Pastry	R	New course proposal approved with minor changes.
CUL 47	Advanced Baking and Pastry	R	New course proposal approved with minor changes.

Motion (Gall/Borses/Unanimous) to approve the following new course proposals:

Course	Title	Location	Comment
EDU 10	Introduction to Education Studies	R	New course proposal approved.
FTV 77	Intermediate Lighting Techniques for Film, TV and Video	R	New course proposal approved.
MAT 23	Trigonometry & Precalculus	MR	New course proposal approved.

79. Distance Education: None.
80. Minor Course Modifications: None.

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

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

Course	Title	Location	Comment
CIS 61	Introduction to Database Theory	MR	Course major modification approved.
CSC 61	Introduction to Database Theory	R	Course major modification approved.

Motion (Gall/Thaler/Unanimous) to approve the following course major modifications. Proposals were approved with suggested changes.

Course	Title	Location	Comment
CUL 36	Introduction to Culinary Arts	R	Course major modification proposal approved with corrections to lab hours.
CUL 37	Intermediate Culinary Arts	R	Course major modification proposal approved with corrections to lab hours.

Motion (Gall/Lowden) to approve the following course major modification. Motion (Gall/Reyes/Unanimous) to postpone approval due to changes needed.

Course	Title	Location	Comment
FTV 45A	Beginning Television News Production	R	Suggestion of corrections to prerequisite and advisory linkages.

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

Course	Title	Location	Comment
GUI 48	College Success Strategies	MNR	Course major modification approved.
PHO 8	Introduction to Film Photography	R	Course major modification approved.
PHO 10	Advanced Photography	R	Course major modification approved.
PSY 33	Theories of Personality	MNR	Course major modification approved.

82. Course Inclusions: None.
83. Course Exclusions: None.
84. Course Deletions: None.

85. New State/Locally Approved Certificates/Degrees: Motion (Lowden/Gall/Unanimous) to approve following new state or locally approved certificate/degree patterns.

Discipline Name	Location	Comment
Business Boot Camp – New Local Certificate of Achievement	R	New certificate approved.
Education, Human Development & Special Needs – New AA De-	R	New Associates o Arts degree approved.

Discipline Name	Location	Comment
gree Pattern		
Entrepreneurship – New Local Certificate	R	New certificate approved.
Gig – The Solopreneurs Adventure – New Local Certificate of Achievement	R	New certificate approved.
Human Resources – New Local Certificate	R	New certificate approved.
Real Estate Practice – New Local Certificate	R	New certificate approved.
Real Estate Salesperson and Transaction – New Local Certificate	R	New certificate approved.

86. State/Locally Approved Certificate/Degree Modifications:

Discipline Name	Location	Comment
Psychology – ADT Pattern.	MNR	Degree medication approved.

87. State/Locally Approved Certificate/Degree Inclusions: None
88. State/Locally Approved Certificate/Degree Exclusions: None
89. State/Locally Approved Certificate/Degree Discontinuance: None.

90. New Disciplines: Motion (Vermillion/Lowden/Unanimous) to approve the following new discipline.

Discipline Name	Location	Comment
AHS – Art History Discipline	R	New Discipline proposal approved.

Information Items:

78. New Courses: None
79. Distance Education: None.
80. Minor Course Modifications: None.

81. Major Course Modifications:

Course	Title	Location	Comment
ELE 71	Residential Electrical Wiring	N	
ELE 72	Commercial and Industrial Electrical Wiring	N	
ELE 73	Electric Motors and Transformers	N	
ELE 74	Industrial Wiring and Controls	N	
ELE 75	Solid State Devices and Lighting Controls	N	
ELE 76	Low Voltage Wiring and Alternate Energy Generation	N	

82. Course Inclusions: None.
83. Course Exclusions: None.
84. Course Deletions: None.

85. New State/Locally Approved Certificates/Degrees:

Program Name	Location	Comment
CIS – Information Assurance Auditing (Certificate)	N	

86. State/Locally Approved Certificate/Degree Modifications: None
87. State/Locally Approved Certificate/Degree Inclusions: None
88. State/Locally Approved Certificate/Degree Exclusions: None
89. State/Locally Approved Certificate/Degree Discontinuance: None.
90. New Disciplines: None.

Attachments:
- Business Boot Camp (new local certificate of achievement)
- Education, Human Development & Special Needs (new AA degree)
- Entrepreneurship (new local certificate)
- Gig – The Solopreneurs Adventure (new local certificate of completion)
- Human Resources (new local certificate)
- Psychology (ADT pattern modification)
- Real Estate Practice (new local certificate)
- Real Estate Salesperson and Transaction (new local certificate)

The meeting adjourned at 445pm.

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE: **Business Skills Boot Camp Certificate of Achievement**   **College**: Riverside
PROPOSED CODING: **TOPS Code: 0506.40**

RATIONALE FOR NEW CERTIFICATE PATTERN:
To provide skills for improved marketability and employability for entrepreneurs and small business owners.

SHORT DESCRIPTION OF PROGRAM:
The Business Skills non-credit Certificate of Completion will provide students short-term basic, business skills needed in multiple fields with the goal of increasing employability. The content provides an over-view professional self-management and online skills used in business. Topics covered includes Profes-sional Communication Basics, Professional Online Presence, Customer Experience, and Professional Self-management.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Apply effective techniques for communication with clients and customers.
- Create a professional online appearance.
- Develop an effective customer experience.
- Apply techniques for professional self-management.

Required Courses		36 Hours
BUS 114	Business Skills: Professional Communication Basics	9
or		
CAT-114	Business Skills: Professional Communication Basics	9
BUS-115	Business Skills: Professional Online Presence	9
BUS-116	Business Skills: Customer Experience	9
BUS 117	Business Skills: Professional Self-Management	9
or		
CAT 117	Business Skills: Professional Self-Management	9

Total Hours 36

Associate of Arts Degree in Education, Human Development & Special Needs   College: R
TOPS 1305.00

SHORT DESCRIPTION OF PROGRAM
The Associate of Arts in Education, Human Development and Special Needs offers lower division coursework that provides an introduction to issues, policies, and practices of education, with an emphasis on special education. Students will build a foundation appropriate for entry into advanced study in education, including educational research, educational advocacy, public policy, and/or teacher preparation. The students also have the opportunity to participate in supervised fieldwork in K-8 settings.

This degree is designed to facilitate students transferring to the University of California, Riverside with an Associate Degree in Education, Human Development & Special Needs. With this degree, the student will be prepared to enter into the Education, Society and Human Development BA program. In this program, students are able to follow a general plan; specialize in Community Leadership, Policy, and Social Justice; or develop their own custom program of study.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Demonstrate an understanding of historical influences, current trends, theories, and educational issues in a global context.
- Demonstrate knowledge of professional standards, ethics, and professionalism in classrooms and school visits and implement established observation and visitation protocols within schools.
- Identify laws and regulations pertaining to and protecting children with disabilities and other special needs in education and community settings.
- Describe the process of accessing community agencies, referral systems and procedures for specialized support, specialized documents, resources and placement options.

Required Courses (52 units)		Units
EDU-10	Introduction to Education Studies	3
EAR-40	Introduction to Children with Special Needs	3
EAR-43	Children with Challenging Behaviors	3
EAR-47	Childhood Stress and Trauma	3
EDU-1	Introduction to Elementary Classroom Teaching	4
EAR-20	Child Growth and Development	3
ENG-1A / ENG 1AH	English Composition	4
ENG-1B / ENG 1BH	Critical Thinking and Writing	4
MUS 89 / MUS 89H	Music of Multicultural America	3
HUM 16	Arts and Ideas: American Culture	3
SOC 10	Race and Ethnic Relations	3
POL 1 / POL 1H	American Politics	3
GEG 1 / GEO 1H	Physical Geography	3
BIO 1 / BIO 1H	General Biology	4
HES 1 / BIO 35	Health Science	3
COM 1 / COM 1H	Public Speaking	3

Choose one of the following: (3-4 units)

MAT 12 / MAT 12H	Statistics	4
PSY 48 / SOC 48	Statistics for the Behavioral Sciences	3
or		
MAT 26	Math for Elementary School Teachers	3

Choose one of the following: (3 units)

HIS 1*	History of World Civilizations I	3
or		
HIS 2 / HIS 2H*	History of World Civilizations II	3

Total Units 58 - 59

The Associate in Arts in Education, Human Development and Special Needs degree will be awarded upon completion of 60 transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **ENTREPRENEURSHIP LOCAL CERTIFICATE**
PROPOSED CODING FOR NEW CERTIFICATE PATTERN: 0506.4

RATIONALE FOR NEW CERTIFICATE PATTERN:
To promote independent economic opportunities in a stackable locally approved mini-certificate that can lead to a concentration or Associate of Science Degree in Entrepreneurship.

SHORT DESCRIPTION OF PROGRAM
This program prepares individuals to start and successfully operate their own business.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Develop a working business plan.
- Develop a working marketing plan.
- Perform pricing calculations and determine profit margins.
- Identify market niches.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
BUS 18A	Business Law I	3
BUS 30	Entrepreneurship and Small Business Management	3
BUS 51	e-Commerce	3
MKT 20	Marketing	3
TOTAL UNITS		15 UNITS

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **GIG: THE SOLOPRENEURS ADVENTURE** CERTIFICATE OF ACHIEVEMENT

PROPOSED CODING FOR NEW CERTIFICATE PATTERN: 0506.4

RATIONALE FOR NEW CERTIFICATE PATTERN:
To teach students how to successful start an independent business that thrives in an environment of short-term temporary positions within corporate organizations.

SHORT DESCRIPTION OF PROGRAM
This program prepares individuals in the development and implementation of their own solopreneur business in the Gig Economy.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Demonstrate an understanding of social media and its effectiveness when utilized as a tool for marketing oneself for employment within the Gig Economy.
- Development of a professional online persona/brand used on social media and websites that offer short-term contracts within the Gig Economy.
- Demonstrate the results-oriented ability to engage in technological platforms, to develop opportunity profiles, establish service compensation value, billing, and other skills necessary to participate in the Gig Economy.

REQUIRED COURSES		36 Hours
BUS 111	Entrepreneur Mindset	18
BUS 113	Solopreneurs: Personal Finance and QuickBooks Quickstart	9
BUS 115	Business Skills: Professional Online Presence	9

TOTAL HOURS 36

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **HUMAN RESOURCES LOCAL CERTIFICATE**
PROPOSED CODING FOR NEW CERTIFICATE PATTERN: 0506.00

RATIONALE FOR NEW CERTIFICATE PATTERN:
This mini-certificate will provide students with the practical knowledge and its application within the Human Resources field which may facilitate promotion or career changes.

SHORT DESCRIPTION OF PROGRAM
This program prepares individuals to manage the development of human capital in an organization, and to provide related services to individuals and groups. Fulfills a portion of the Associate of Science degree in Business with a Major Concentration in Human Resources.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:
- Apply sound human resources management practices.
- Identify, describe and analyze the role of training and development, along with key influences that impact this function within human resources management.
- Describe and analyze the role of employee labor relations in human resources management, along with key influences impacting labor relations today.
- Understand the role that Human Resources Management plays in the successful operations of a business or organization.
- Analyze and explain various human resources laws and policies required for a professional in the field to know and understand.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
MAG 47	Applied Business and Management Ethics	3
MAG 52	Employee Training, Development	3
MAG 53	Human Relations	3
MAG 56	Human Resources Management	3
TOTAL CERTIFICATE UNITS		15 UNITS

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PROGRAM OUTLINE of RECORD

College: R_X__ M_X__ N__X__

TOPs Code: __2001.00_____

Associate in Arts in Psychology for Transfer Degree

PROGRAM PREREQUISITE:
None.

SHORT DESCRIPTION of PROGRAM
The Associate in Arts in Psychology for Transfer degree is designed to prepare students who wish to transfer for the purposes of pursuing studies in psychology. Specifically, this degree allows students to complete various lower division courses in preparation for obtaining a baccalaureate degree in psychology at a California State University.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Apply the basic tenets of psychology to the study of more in depth topics in upper division courses
- Distinguish between the main theoretical perspectives in psychology
- Analyze the primary subfields of psychology and gauge their contributions to the understanding of behavior, cognition, and emotion

Required Courses (19-20 units)			**Units**
PSY-1* / PSY-1 1H*	**General Psychology/Honors**		**3**
PSY-2*	**Biological Psychology**		**3**
PSY-9*	**Developmental Psychology**		**3**
PSY-50*	**Research Methods in Psychology**		**4**
PSY-48* / SOC-48*	**Statistics for the Behavioral Sciences**		**3**
OR			
MAT-12* / MAT-12H*	**Statistics/Honors Statistics**		**4**
List A	**Choose from the list below**		**3**

LIST A (3 units)			**Units**
PSY-8*	**Introduction to Social Psychology**		**3**
PSY-33*	**Theories of Personality**	**3**	
PSY-35*	**Abnormal Psychology**		**3**

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

Associate in Arts for Transfer Degree
The Associate in Arts in Psychology for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2 .0 . All courses in the major must be completed with a grade of "C" or better.

Total Units: **19-20**

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **REAL ESTATE PRACTICE LOCAL CERTIFICATE**
PROPOSED CODING FOR NEW CERTIFICATE PATTERN: 0511.00

RATIONALE FOR NEW CERTIFICATE PATTERN:
Furthering a current real estate career path or gaining a solid understanding of the best practices in a different segment is key to demonstrating a commitment to the real estate industry and other professional real estate opportunities.

SHORT DESCRIPTION OF PROGRAM
This program advances real estate careers by focusing efforts on finance, investments, leasing and brokerage, property management, and escrow procedures.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Analyze and evaluate business principles, challenges, and opportunities as it relates to real estate.
- Discuss and evaluate real estate marketing and sales techniques.
- Demonstrate the ability to analyze ethical and procedural problems that arise in residential real estate sales transactions from the prospective of buyers, sellers, brokers, appraisers, lenders, and escrow officers.
- Discuss and evaluate real estate markets and trends.
- Explain and evaluate methods of financing real estate.
- Explain laws and procedures that apply to escrows involving the sale of California residential real estate.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
RLE 80	Real Estate Principles	3
RLE 81	Real Estate Practices	3
RLE 82	Legal Aspects of Real Estate	3
RLE 83	Real Estate Finance	3
or		
RLE 86	Escrow Procedures I	3

TOTAL UNITS   15 Units

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN: **REAL ESTATE SALESPERSON & TRANSACTION LOCAL CERTIFICATE**

PROPOSED CODING FOR NEW CERTIFICATE PATTERN: 0511.00

RATIONALE FOR NEW CERTIFICATE PATTERN:
The real estate market is an ever-growing business, and in order to practice real estate, you must be licensed. In order to become licensed, you must meet the minimum educational requirements. This program offers students a pre-licensing educational program which qualifies students to take the California state real estate licensing exam

SHORT DESCRIPTION OF PROGRAM
The Real Estate Salesperson & Transaction certificate prepares students to qualify for and successfully take the California Real Estate Salesperson exam. This certificate prepares students to buy, sell, lease, and to represent others to buy, sell and lease residential and commercial real estate property.

CERTIFICATE PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students should be able to:

- Discuss and evaluate real estate marketing and sales techniques.
- Demonstrate the ability to analyze ethical and procedural problems that arise in residential real estate sales transactions from the prospective of buyers, sellers, brokers, appraisers, lenders, and escrow officers.
- Discuss and evaluate real estate markets and trends.

REQUIRED COURSES		9 Units
RLE 80	Real Estate Principles	3
RLE 81	Real Estate Practices	3
RLE 82	Legal Aspects of Real Estate	3
TOTAL UNITS		9 Units

Riverside City College
Curriculum Committee Minutes (approved)
April 24, 2018 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
	Jay Boshara, *Economics/Geography/Political Science*	**Rochelle Smith**, *Cosmetology*
☑	**Dan Borses**, *History*	
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Ellen Drinkwater**, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
	Nancy Gall, *Applied Technology*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
	Kathy Kelly, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
	Steve Schmidt, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A. Chair Burchett called the meeting to order at 3:10pm.

B. The agenda was approved (Lowden/Vermillion/Unanimous).

C. The minutes of March 27, 2018 were approved (Borses/Phelps/Unanimous with B. Phelps/R. Jew abstained).

E. Open Hearing: No items discussed.

D. Announcements: No announcements.

F. Curriculum Policy & Procedure:

- Question regarding curricular submission deadlines.
  - No deadlines have been set as of yet.
  - Waiting on finalization of student enrollment proposals, and how they impact curriculum.
  - More to follow.
- Clarification of "automatic" updates to degrees and programs due to routine curricular changes.

- o Examples of existing courses which are modified (i.e. leveled) and whether these are automatically updated within existing curricular patterns.
- o Chair said he would ask for clarification at District curriculum next week.

G.   Approval Items

91. New Courses: Motion (Phelps/Lowden) to approve the following new courses. Motion (Romero/Thaler/Unanimous) to postpone proposals for further modification and clarification.

Course	Title	Location	Comment
ADM 84A	Screen Printing	R	New course proposal postponed pending modifications to proposal.
ADM 84B	Screen Printing, Advanced	R	New course proposal postponed pending modifications to proposal.

92. Distance Education: None.
93. Minor Course Modifications: None.

94. Major Course Modifications: Major course modifications were partitioned for further consideration:

Motion (Phelps/Douglass/Unanimous) to approve the following course major modification clarification for general education and program status.

Course	Title	Location	Comment
AML 22	American Deaf Culture	R	This course is currently cross-listed with SOC 22, which is GE applicable. This discussion was for clarification that AML 22 is General Education applicable and should be reflected in Social and Behavioral Studies AOE, as well as other programs where SOC 22 currently is approved.

Motion (Romero/Lowden/Unanimous) to approve the following course major modification.

Course	Title	Location	Comment
CUL 38	Advanced Culinary Arts	R	Course major modification approved.

Motion (Borses/Phelps) to approve the following course major modifications. Motion (Thaler/Phelps/Unanimous) to postpone for the following major modifications for further modification and clarification.

Course	Title	Location	Comment

Course	Title	Location	Comment
FTV 45A	Beginning Television News Production	R	This course major modification was postponed at previous meeting. Concerns of lab hours described in course descriptions versus course outline, evaluation statements, text recency. Course major modification postponed for modification and concerns. Chair will contact proposal author.
FTV 53	Telecommunications Laboratory	R	Course major modification postponed for further modification and review. Concerns with prerequisites, entry skills, texts. Chair will contact proposal author.

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

97. Course Deletions: Motion (Vermillion/Thaler/Unanimous) to approve the following course deletion.

Course	Title	Location	Comment
SOC 22	American Deaf Culture	R	Course deletion approved, following discussion on cross-listing issues and degree/certificate ramifications with AML 22.

98. New State/Locally Approved Certificates/Degrees: Motion (Phelps/Magno/Unanimous) to approve the following new certificate pattern.

Program Name	Location	Comment
Certificate – Baking and Pastry (Culinary)	R	Discussion on potential Associates degree. New certificate pattern was approved, and chair will contact Culinary faculty regarding their wishes for a degree pattern as well.

99. State/Locally Approved Certificate/Degree Modifications: Program modification proposals were partitioned for further consideration.

Motion (Phelps/Lowden/Unanimous) to approve the following certificate/degree modifications. Unanimous vote to reject both proposals.

Program Name	Location	Comment
RCCD GE VII.A. (Natural Sciences)	MNR	Addition of ELE 11 as GE applicable in Natural Sciences was rejected. • As currently written, the SLOs in the COR for ELE 11 are not linked to GE SLOs.

Program Name	Location	Comment
		• Course requires a major modification before further consideration. • Concerns of how this proposal would impact ELE 21.
RCCD GE VII.A. (Natural Sciences)	MNR	Addition of ELE 13 as GE applicable in Natural Sciences was <u>rejected</u>. • As currently written, the SLOs in the COR for ELE 11 are not linked to GE SLOs. • Course requires a major modification before further consideration. • Concerns of how this proposal would impact ELE 21.

Motion (Romero/Phelps/Unanimous) to approve the following certificate/degree modifications.

Program Name	Location	Comment
RCCD GE VI.C. (Humanities) – Modification	MNR	Proposal to add GAM 21as GE applicable in Humanities was <u>approved</u>.

Motion (Romero/Phelps/Unanimous) to approve the following certificate/degree modifications. Unanimous vote to reject proposals.

Program Name	Location	Comment
RCCD GE VI.C. (Humanities) – Modification	MNR	Proposal to add GAM 22 as GE applicable in Humanities was <u>rejected</u>. • As currently written, the SLOs in the COR for GAM 22 are not linked to GE SLOs. • Course requires a major modification before further consideration. • Concerns over appropriateness for this course as a humanities course as well. • More clarification needed.
RCCD GE VI.C. (Humanities) – Modification	MNR	Proposal to add GAM 80 as GE applicable in Humanities was <u>rejected</u>. • As currently written, the SLOs in the COR for GAM 22 are not linked to GE SLOs. • Course requires a major modification before further consideration. • Concerns over appropriateness for this course as a humanities course as well.

Program Name	Location	Comment
		• More clarification needed.
RCCD GE VI.D, (Language and Rationality) - Modification	MNR	Addition of GAM 50 as GE applicable in Language and Rationality was rejected. • As currently written, the SLOs in the COR for GAM 50 are not linked to GE SLOs. • Course requires a major modification before further consideration.

Motion (Phelps/Hammock/Unanimous) to approve the following certificate/degree modifications.

Program Name	Location	Comment
RCCD GE VII.B. (Self Development – now RCCD GE E2 option 2)	MNR	Addition of GUI 47 as GE Self-Development applicable was approved.
RCCD GE VII.B. (Self Development – now RCCD GE E2 option 2)	MNR	Addition of GUI 48 as GE Self-Development applicable was approved.

Motion (Romero/Phelps/Unanimous) to approve the following certificate/degree modification.

Program Name	Location	Comment
Life Sciences AOE – Modification	MNR	Modification to reflect cross-listing of HES 1 and BIO 35 was approved.
Math and Science AS Degree - Modification	MNR	Modification to reflect cross-listing of HES 1 and BIO 35 was approved.

Motion (Magno/Phelps) to approve the following certificate/degree modification. Motion (Magno/Phelps/Unanimous) to postpone proposal to next meeting for further clarification.

Program Name	Location	Comment
Social and Behavioral Studies AOE	MNR	Addition of GUI 48 postponed until next curriculum meeting for further clarification.

Motion (Romero/Borses/Unanimous) to approve the following certificate/degree modification.

Program Name	Location	Comment
Social and Behavioral Studies AOE	MNR	Addition of PSY 50 to Social and Behavioral Studies was approved.

100.   State/Locally Approved Certificate/Degree Inclusions: None
101.   State/Locally Approved Certificate/Degree Exclusions: None
102.   State/Locally Approved Certificate/Degree Discontinuance: None.

The meeting adjourned at 415pm.

Riverside City College
Curriculum Committee Minutes (draft)
May 8, 2018 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
☑	**Jay Boshara**, *Economics/Geography/Political Science*	**Carol Farrar**, *Vice President of Instruction*
☑	**Dan Borses**, *History*	**Ronald Ruiz**, *Psychology*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	
☑	**Ellen Drinkwater**, *Counseling/Articulation*	
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
☑	**Shannon Hammock**, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
	Robert Jew, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
	Paul Richardson, *Chemistry*	
	Star Romero, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 310pm.

B.   The agenda was approved (Gall/Conrad/Unanimous).

C.   The minutes of April 24, 2018 were approved (Thaler/Conrad with Schmidt, Kelly, Boshara and Gall abstained) with minor corrections.

E.   Open Hearing: No items discussed.

D.   Announcements: No announcements made.

F.   Curriculum Policy & Procedure:

- Chair had the opportunity to attend the State Academic Senate on Noncredit curriculum, and discussion on what was presented. More to follow.

G.   Approval Items

103.   New Courses: New course proposals were partitioned for further consideration.

Motion (Magno/Vermillion) to approve the following new course proposals. Motion (Thaler/Lowden/Unanimous) to postpone proposals for further modifications.

Course	Title	Location	Comment
ADM 84A	Screen Printing	R	New course proposal postponed for modifications.
ADM 84B	Screen Printing, Advanced	R	New course proposal postponed for modifications.

Motion (Borses/Hammock/Unanimous) to approve the following new course proposals.

Course	Title	Location	Comment
ART 92	Visual Description	R	New course proposal approved.

Motion (Borses/Hammock) to approve the following new course proposals. Motion (Schmidt/Gall/Unanimous) to postpone the following proposals for further modifications.

Course	Title	Location	Comment
ART 91	Art History of the Photographic Image	R	New course proposal postponed for modifications.
ART 93	Rome The Ancient City	R	New course proposal postponed for modifications.

104.   Distance Education: Motion (Thaler/Phelps) to approve the following distance education proposals. Motion failed unanimously due to course outlines requiring major modifications.

Course	Title	Location	Comment
ART 1 DE	History of Western Art: Prehistoric, Ancient, Medieval	R	DE proposal rejected due to course outlines requiring major modifications.
ART 2 DE	History of Western Art: Renaissance through Contemporary	R	DE proposal rejected due to course outlines requiring major modifications

105.   Minor Course Modifications: None.

106.   Major Course Modifications: Course major modification proposals were partitioned for further consideration.

Motion (Douglass/Lowden/Unanimous) to approve the following course major modification.

Course	Title	Location	Comment
ART 9	African Art History	MNR	Course major modification approved.

Motion (Vermillion/Thaler) to approve the following course major modification. Motion (Phelps/Thaler/Unanimous) to postpone proposal for further consideration.

Course	Title	Location	Comment
ART 12	Asian Art History	MNR	Couse major modification proposal postponed for further consideration.

Motion (Douglass/Magno/Unanimous) to approve the following course major modification.

Course	Title	Location	Comment
GUI 45	Introduction to College	MNR	Course major modification approved.

Motion (Borses/Lowden) to approve the following course major modification. Motion (Thaler/Gall/Unanimous) to postpone proposal for further consideration.

Course	Title	Location	Comment
SOC 15	Introduction to Women and Gender Studies	NR	Couse major modification proposal postponed for further consideration.

107.   Course Inclusions: None.
108.   Course Exclusions: None.

109.   Course Deletions: The following course deletion proposals were partitioned for discussion.

Motion (Lowden/Conrad/Unanimous) to approve the following course deletion proposal.

Course	Title	Location	Comment
ART 3	Art for Teachers	R	Course deletion proposal approved.

Motion (Lowden/Conrad) to approve the following course deletion proposal. Motion (Lowden/Conrad/Unanimous) to postpone this course deletion request for further clarification and consideration.

Course	Title	Location	Comment

Course	Title	Location	Comment
ART 8	Mexican Art History	R	Course deletion proposal postponed for clarification.

110. New State/Locally Approved Certificates/Degrees: Motion (Phelps/Conrad/Unanimous) to approve the following new certificate.

Program Name	Location	Comment
International Business Certificate	R	New certificate approved.

111. State/Locally Approved Certificate/Degree Modifications: None
112. State/Locally Approved Certificate/Degree Inclusions: None
113. State/Locally Approved Certificate/Degree Exclusions: None
114. State/Locally Approved Certificate/Degree Discontinuance: None
115. New Disciplines: None

Information Items:

91. New Courses:

Course	Title	Location	Comment
GUI 47A	Introduction to Career Exploration	M	

92. Distance Education:

Course	Title	Location	Comment
HMS 69 DE	Careers in Social Work – Entry Level Employment & Career Pathway Planning in Human Services	M	

93. Minor Course Modifications: None.

94. Major Course Modifications:

Course	Title	Location	Comment
SOC 15	Introduction to Women and Gender Studies	NR	

95. Course Inclusions:

Course	Title	Location	Comment
ADM 1	Introduction to Applied Digital Media	M	

Course	Title	Location	Comment
ADM 2A	Color Systems and File Management	M	
ADM 2C	Ethics and Legalities for Graphic Designers	M	
ADM 62	Typography and Graphic Design	M	
ADM 63A	Adobe InDesign	M	
ADM 71A	Adobe Photoshop for Image Manipulation	M	
ADM 77A	Adobe Illustrator for Graphic Art	M	
BIO 85	Special Topics in Biology	M	
KIN 38	Stress Management	M	
MUS 52	Recital Performance	N	
MUS 53	Keyboard Proficiency	N	
MUS 70	Guitar Lab Ensemble	N	
MUS P70	Guitar Lab Ensemble II	N	
THE 2	Play Practicum – Special Projects Laboratory I	N	
THE 4	Play Practicum – Special Projects Laboratory II	N	

96. Course Exclusions:

Course	Title	Location	Comment
REA 86	Reading Strategies for Textbooks	M	

97. Course Deletions: None.

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

99. State/Locally Approved Certificate/Degree Modifications:

Program Name	Location	Comment
Biology ADT (AS-T)	N	Update biology transfer degree to match Riverside and Moreno Valley program.
Basic Graphic Design (ADM)	N	

100. State/Locally Approved Certificate/Degree Inclusions: None
101. State/Locally Approved Certificate/Degree Exclusions: None
102. State/Locally Approved Certificate/Degree Discontinuance: None

103. New Disciplines

Program Name	Location	Comment

Program Name	Location	Comment
Computer Graphics and Digital Imagery	N	Intended to partition courses and emphasis from ADM.

Attachments:
- International Business Certificate

The meeting adjourned at 4:40pm.

Proposal Form for Proposed New Certificate Pattern
RIVERSIDE CITY COLLEGE

PROPOSED TITLE FOR NEW CERTIFICATE PATTERN:
<u>INTERNATIONAL BUSINESS Mini-Certificate</u>

PROPOSED CODING FOR NEW CERTIFICATE PATTERN: 0508.00

RATIONALE FOR NEW CERTIFICATE PATTERN:
To promote independent economic opportunities in a stackable locally approved mini-certificate that can lead to a concentration or Associate of Science Degree in International Business.

The intention of this International Business Mini-Certificate is to replace the currently existing International Business Locally Approved Certificate, which we have been offering successfully for the last few years. The rationale for the replacements are: (1) The currently existing certificate is not stackable since it includes courses outside of the discipline. This new mini-certificate is composed of only existing courses in the discipline, all of which counts towards the Associates of Science Degree in International Business; (2) This Mini-Certificate is comprised of only the courses that are specifically focusing on international business subject matter. The currently existing Locally Approved Certificate include course from other disciplines which may be relevant to international business, but not directly related to the subject matter.

SHORT DESCRIPTION OF PROGRAM
This program prepares individuals to be able to understand how international business operates and to prepare individuals in professions in international business realm.

CERTIFICATE PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:
- Explain the key elements of international business. Analyze the essential factors that determine the success of each element of international business.
- Explain the inter-relationship of each elements of international business that are required for a successful international business operation, and the criteria needed to manage a successful international business operation.
- Develop the framework of an international business plan, incorporating understanding of general business concepts, international marketing mix, international management theories and practices, international cultures, international economics, and international politics.

REQUIRED COURSES		15 Units
BUS 10	Introduction to Business	3
or		
BUS 10H	Honors Introduction to Business	3
BUS 40	International Business - Principles	3
BUS 43	International Business - Marketing	3
BUS 46	International Business - Introduction to Importing/Exporting	3
BUS 48	International Management	3
TOTAL UNITS		15 UNITS

Riverside City College
Curriculum Committee Minutes (draft)
May 22, 2018 - Hall of Fame

	Members	Liaisons/Admin/Staff/Guests
☑	**Madeline Bettencourt**, *Cosmetology*	
	Jay Boshara, *Economics/Geography/Political Science*	**Carol Farrar**, *Vice President of Instruction*
☑	**Dan Borses**, *History*	**Patrick Scullin**, *ADM*
☑	**Paul Conrad**, *Business Admin/Info Sys Tech*	**Mark Sellick**, *President, RCC Academic Senate*
☑	**Ellen Drinkwater**, *Counseling/Articulation*	**Rochelle Smith**, *Cosmetology*
☑	**Kelly Douglass**, *English & Media Studies*	
☑	**Nancy Gall**, *Applied Technology*	
	Shannon Hammock, *Library/Learning Resources*	
	Judy Haugh, *Counseling/Articulation*	
☑	**Robert Jew**, *Art*	
☑	**Kathy Kelly**, *World Languages*	
☑	**Clara Lowden**, *Kinesiology/Athletics*	
☑	**Karyn Magno**, *Counseling*	
☑	**Bill Phelps**, *Physical Science*	
☑	**Ernesto Reyes**, Mathematics	
	Paul Richardson, *Chemistry*	
☑	**Star Romero**, *Communication Studies*	
☑	**Steve Schmidt**, *Music; Technical Review Com Chair*	
☑	**Catherine Thaler**, *Life Sciences*	
☑	**Amy Vermillion**, *Nursing Education*	
☑	**Shari Yates**, *Early Childhood Studies*	

A.   Chair Burchett called the meeting to order at 310pm.

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

C.   The minutes of May 8, 2018 were approved (Gall/Kelly/Unanimous with R. Jew abstained).

E.   Open Hearing:
- Sample reading assignments discussion and examples.
- Section E GE (Lifelong Learning) applicability. Discussion on enhancement of CORs with additional GE SLO linkages.
- Honors program wishes to develop a 1-unit research course to compliment current course offerings.
- Timeline for course submission/approval timelines.
- Concerns raised over lack of communication with faculty and District curriculum coordinators, and lack of response to concerns.
- Concerns raised at Academic Senate
  - Examples of faculty driven curriculum being "held" by other concerns.

- o Guided pathways causing concern with CSU articulation.
  - o ADT courses have been accepted as transfer, but once students transfer, they are often being required to re-take certain courses again.
  - o Discontinuance of courses versus deletion.
  - o CID articulation versus CSU not accepting transfer units.
- Question raised on how to determine if a course receives final CID approval.

D. Announcements: No announcements made.

F. Curriculum committee chair nominations/election.

- Mark Sellick (Academic Senate President) assumed role of committee chair to conduct elections of the curriculum committee.
- Motion (Borses/Phelps/Unanimous) to nominate and elect Greg Burchett as continuing chair of curriculum committee for 2018/19 and 2019/2020 academic years.

G. Curriculum Policy & Procedure:

- Curriculum training for Fall semester. Offerings, times and locations will be announced.
- Curriculum meeting dates – initial meeting dates for technical review (September 4) and curriculum committee (September 11) were announced.
  - o Technical review and District Curriculum meets 1st and 3rd Tuesday's of the month.
  - o Curriculum committee meets 2nd and 4th Tuesday's of the month.
  - o Complete meeting dates for next academic year will be published soon.
- Course and program proposal submission dates:
  - o Deadlines for submissions and final approval dates have not been announced yet.
  - o Discussion on faculty concerns regarding when to get curriculum submitted, and how long it would take to get approved.
  - o Main focus currently is on final approval by District Curriculum Committee and Board of Trustees.
  - o Once official timelines have been determined, through discussion with other groups of concern (i.e. enrollment management), they will be released.
  - o Re-emphasis of curriculum being a year-round process, rather than just being restricted to Fall and Spring semesters.
  - o Re-emphasis of curriculum submissions being complete, which will alleviate delays in approval:
    - ▪ Attached files must include discipline and department discussion and approval.
    - ▪ Attached files for issues like transfer institutions.
    - ▪ Curriculum submission author coordination with:
      - • Discipline facilitator approvals.
      - • Department chair approvals.
      - • Technical review for requested changes.
    - ▪ Once curriculum reaches technical review, any known issues at that point will be addressed with proposal author and discipline.
- Program submission paperwork and approval trail.

- Due to continuing issues with META, the "program side" of META is still not active.
- The "paper trail" in program submissions has led to several issues.
- Technical review suggested launching a "shell course" into META (in the course "side") which would have attached files for review, and ease of access in the monitoring of "where" a program currently resides in the approval process.
- Steven Schmidt launched a "shell" course called SPA NADT707 (Spanish at Norco ADT), which contains the program proposal documents. Any person can see these documents, and where the program is in review, at any time.
- As soon as any beneficial changes to program approval within META is achieved, DCC will convey this news and processes to all faculty.

H.   Approval Items

116.   New Courses: New course proposals were partitioned for discussion:

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

Course	Title	Location	Comment
ADM 84A	Screen Printing	R	New course proposal approved.
ADM 84B	Screen Printing, Advanced	R	New course proposal approved.

Motion (Vermillion/Kelly/Unanimous) to approve the following new course proposals.

Course	Title	Location	Comment
ART 91	Art History of the Photographic Image	R	New course proposal approved.
ART 93	Rome The Ancient City	R	New course proposal approved.

117.   Distance Education: Motion (Douglass/Lowden/Unanimous) to approve the following distance education proposals.

Course	Title	Location	Comment
ART 1 DE	History of Western Art: Prehistoric, Ancient, Medieval	R	DE proposal approved.
ART 2 DE	History of Western Art: Renaissance through Contemporary	R	DE proposal approved.

118.   Minor Course Modifications: None.

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

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

Course	Title	Location	Comment
ART 4	Introduction to Visual Culture	MR	Course major modification proposal ap-

Course	Title	Location	Comment
			proved.

Motion (Vermillion/Borses/Unanimous) to approve the following major course modification.

Course	Title	Location	Comment
ART 5	Arts of Africa, Oceania, and Indigenous North America	MNR	Course major modification proposal approved.

Motion (Jew/Douglass/Unanimous) to approve the following major course modification.

Course	Title	Location	Comment
ART 12	Asian Art History	MNR	Course major modification proposal approved.

    120.   Course Inclusions: None.
    121.   Course Exclusions: None.

    122.   Course Deletions: Motion (Magno/Douglass/Unanimous) to approve the following major course modification

Course	Title	Location	Comment
ART 8	Mexican Art History	R	Course deletion proposal approved.

    123.   New State/Locally Approved Certificates/Degrees: None.
    124.   State/Locally Approved Certificate/Degree Modifications: None
    125.   State/Locally Approved Certificate/Degree Inclusions: None
    126.   State/Locally Approved Certificate/Degree Exclusions: None
    127.   State/Locally Approved Certificate/Degree Discontinuance: None.

Information Items:

    104.   New Stand-Alone Courses: None
    105.   Distance Education: None.
    106.   Minor Course Modifications: None.
    107.   Major Course Modifications: None.

    108.   Course Inclusions:

Course	Title	Location	Comment
HUM 16	Arts and Ideas: American Culture	R	Norco College placed this inclusion on its agenda during last meeting, and the inclusion was passed. Included on this agenda as information item for previous action.

Course	Title	Location	Comment
MUS 67	Community Chamber Ensemble	R	Norco College wishes to add this course to its inventory.

109. Course Exclusions: None.
110. Course Deletions: None.
111. New State/Locally Approved Certificates/Degrees: None.

112. State/Locally Approved Certificate/Degree Modifications:

Program Name	Location	Comment
ADT - Associate in Arts in Spanish for Transfer Degree	N	Note: Technical review is trying to help with keeping paperwork for all proposals available to everyone. In this case, if you go to META, and search for "adt" you will find this proposal (and any others that would be there), which was the first attempt at this. On this proposal, the attached files are available for everyone to view. Update of ADT to remove course exclusions which were already approved. Modification of language with footnote to allow AP Spanish examination results to be added as option in List A.

113. State/Locally Approved Certificate/Degree Inclusions: None
114. State/Locally Approved Certificate/Degree Exclusions: None
115. State/Locally Approved Certificate/Degree Discontinuance: None.

The meeting adjourned at 5pm.