Curriculum Committee Agenda
https://www.rcc.edu/about/strategic-planning/tllc/curriculum-committee/resources.html
February 24, 2026 • 2:30-4:30 pm • Hall of Fame
Zoom link for 2025-2026 public attendees: https://rccd-edu.zoom.us/j/84509114251?pwd=vbRhaHTaCtObtbCVNdLM2PWTICCV8S.1

RCC

1. Call to Order

2. Approval of the Agenda
   The agenda will be reviewed, discussed, and considered for approval.

3. **Approval of Minutes: December 9, 2025**
   The minutes will be reviewed, discussed, and considered for approval.

4. Public comment
   Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.

5. **Action Items:** See curriculum proposals below

6. Reports

   a. Curriculum Chair – Kelly Douglass and Tech Review Chair – Steven Schmidt – joint report on Curricunet updates

      i. CIP Code field

      ii. Minor Mod field

      iii. Ad Hoc Reports

      iv. Historical Entrance Skills

      v. Reminder from Douglass: Impact Reports

   b. Articulation Officer – Nicole Banerjee

   c. Curriculum Coordinator – *Vacant* (News from Curriculum Analyst Office)

   d. Academic Standards – Brock Russell

      i. Committee feedback on Title 5 updates

      ii. Draft Title 5 change document review (will be sent under separate cover)

   e. VPAA – Lynn Wright

   f. ASRCC Co-Representatives – Isabella Semin and Abraham Jefferson

   g. SAAM-related tips from the disciplines

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

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

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

      h. Equity-Minded Curriculum

7. Curriculum Policy & Procedure:

      a. CCN updates (Phase IIb and Phase III)

      b. New launch deadline reminder and communication to department

8. Open Forum
Discussion forum provided for members of the committee to clarify points on agendized topics or request an item be added to a future agenda..

9. Next Meeting: March 10, 2026

Action Items:
1. **Technical/Proofreading edits** from shared spreadsheet – *list ONLY items that are technical/grammar edits and require NO discussion to fix*
2. **Modifications**: Course Major Modifications: pg. 2
3. **RCC Catalog Additions/Removals**: Course Deletions: pg. 3
4. **New Curriculum**
      a. New Courses: pg. 3-4
      b. New Programs (Certificates/Degrees): pg. 4
5. **Curriculum System Changes**: Distance Education: pg. 4-5

Proposal Link	Long_Title	*Rationale / Hold notes*	Campus	CCRIV_Decision
Course Major Modification				
CUL-825	Menu Planning	*This course has been reviewed and requires no changes except for a Textbook update at this time.* *Held at December 9 meeting to wait for program update because hours changed [Program not on 09 December 2025 agenda]*	R	**Hold**
CUL-826	Food Cost Accounting	*This course is required for the RCC Cook & Pastry Apprenticeship Program Held at December 9 meeting to wait for program update because hours changed [Program not on 09 December 2025 agenda]*	R	**Hold**
CUL-827	Culinary Purchasing and Receiving	*This course has been reviewed and requires no changes except for a Textbook update at this time.* *Held at December 9 meeting to wait for program update because hours changed [Program not on 09 December 2025 agenda]*	R	**Hold**

Course Deletion				
NXN-81	Introduction to Critical Care Nursing	*There is no longer a need for this course. The course has not been offered in several years.* *Held at December 9 meeting to wait for program [Program not on 09 December 2025 agenda]*	R	**Hold**
New Course				
CIS-910	Introduction to Canvas: Essentials for Online Learning	*This course is the first of three in a series leading to a non-credit certificate. It has been developed to help students become proficient in navigating and utilizing the platform's features effectively. As Canvas is widely used for managing course materials, assignments, and course navigation, a foundational understanding is essential for academic success.* *Courses originally held at November 13 meeting because college committee wanted to ask for more info from originator (primarily why it is a three-course series); held again at December 9 meeting with repeated request for originator to join committee. Ongoing concern about three course series with additional concern that content divisions were even more a concern now given that there are DE addenda for the courses on the agenda; material in the third seems necessary for students in the first course if taking online. Second recommendation to re-organize.*	R	**Hold**
CIS-911	Intermediate Canvas: Communicating and Interacting in Canvas	*This course is the second of three in a series leading to a non-credit certificate. It has been developed to help students become proficient in navigating and utilizing the*	R	**Hold**

		platform's features effectively. As Canvas is widely used for managing course materials, assignments, and course navigation, a foundational understanding is essential for academic success. See above.		
CIS-912	Advanced Canvas: Assignments and Quizzes	*This course is the second of three in a series leading to a non-credit certificate. It has been developed to help students become proficient in navigating and utilizing the platform's features effectively. As Canvas is widely used for managing course materials, assignments, and course navigation, a foundational understanding is essential for academic success. See above.*	R	**Hold**

New Program: Non-Credit Certificate

CIS	Canvas Skills Mastery: From Basics to Advanced	*The Canvas Skills Mastery noncredit certificate will equip learners with essential skills to effectively navigate and utilize Canvas for academic success. As the primary platform for web-enhanced, hybrid, and online instruction, mastering Canvas ensures students can fully engage with course materials, submit assignments, and communicate with instructors and peers. This program courses enhance digital literacy and fosters independence in managing learning in an increasingly technology-driven educational environment. Courses not yet passed.*	R	**Hold**

Distance Education Proposal

ADM-66DE	Visual Storytelling	*Held at November 13 RCC CC to request changes to*	R	**Hold**

		MOI and MOE sections [Revised proposal uploaded in Curricunet with December 1 date in title]; proposal held again at December 9 meeting after dDiscussion that MOI and MOE while more detailed are still not related in a clear way to the ADM discipline and course – needs to be more specific.		
CIS-910DE	Introduction to Canvas: Essentials for Online Learning	*Held at December 9 meeting because courses not yet approved.*	R	**Hold**
CIS-911DE	Intermediate Canvas: Communicating and Interacting in Canvas	*Held at December 9 meeting because courses not yet approved.*	R	**Hold**
CIS-912DE	Advanced Canvas: Assignments and Quizzez	*Held at December 9 meeting because courses not yet approved.*	R	**Hold**

Attachments:

- December 9, 2025 minutes

Action Items:

- Technical Corrections on Spreadsheet https://docs.google.com/spreadsheets/d/1egOnWLuOsuJ-3EH78lLS_MaELvZSlr5jXLVequ6np64/edit#gid=2018103253
  See "Proposal Review Spreadsheet"

Frequent Use Resource Links:

- CCN finalized ASCCC templates
- CCN Sample Template with local district COR content included and labeled
- COR Review Tool – checklist for curriculum proposals (and reminder tool for curriculum reviewers)
- COR vs. C-ID vs. CCN – an explainer document
- Handbook – RCCD Curriculum Handbook with explanations and checklists
- Minutes Report Sheet for all proposals and all other **District Curriculum Resources**
- Standardized Attendance Accounting Method (SAAM) tool
- SAAM affected courses (courses with unit overhang)

- **RCC Curriculum page** and multiple other useful **curriculum resources**