



Curriculum Committee Draft Minutes

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

May 13, 2025 • 2:30-4:30 pm • Hall of Fame

1. Called to Order at 2:32pm

Voting Committee Members Present	
Juan Ahumada , <i>Communication Studies Dept. Rep. (23-25; 25-27)</i>	
Tucker Amidon , <i>English & Media Studies Dept. faculty. (24-25; 25-27)</i>	
Nicole Banerjee , <i>Articulation Officer</i>	
Madeline Bettencourt , <i>Cosmetology Dept. Rep. (24-26)</i>	
Paul Conrad , <i>Business Admin/Info Sys Tech Dept. Rep. (24-25 and 25-27)</i>	
Doug Finfrock , <i>Kinesiology/Athletics Dept. Rep. (25-26)</i>	
Bobbie Grey , <i>Chemistry Dept. Rep. (23-25 and Fall 25; Emily Spencer will serve Spring 26 and 26-28)</i>	
Shannon Hammock , <i>Library/Learning Resources Dept. Rep. (24-25 and 25-27) (next cycle for regular length term 25-27)</i>	
Robert Jew , <i>Art Dept. Rep. (23-25; 25-26)</i>	
Ryan Joseph , <i>Life Sciences Dept. Rep. (24-25; 25-27)</i>	
Tommy Korn , <i>World Languages Dept. Rep. (24-25; 25-27)</i>	
Amber Lappin , <i>School of Education and Teacher Preparation Dept. Rep. (24-26)</i>	
Karyn Magno , <i>Counseling Dept. Rep. (24-26)</i>	
Valerie Merrill , <i>Mathematics Dept. Rep. (24-26 amended to 24-25; Marc Sanchez for 25-27)</i>	
Skyler Murdock , <i>Applied Technology Dept. Rep. (Spring 25)</i>	
Doris Namala , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (24-25) (next cycle for regular length term 25-27)</i>	
Brock Russell , <i>Physical Sciences Dept. Rep. (23-25; 25-26)</i>	
Steven Schmidt , <i>Music Dept. Rep. (23-25 and 25-27); Technical Review Com Chair</i>	
Amy Vermillion , <i>Nursing Dept. Rep. (24-26)</i>	
Kweku Williams , <i>Behavioral Science / Psychology Dept. Rep. (Spring 25 & 25-27)</i>	
Non-Voting Committee Members	
Kelly Douglass , <i>Faculty Chair**, Curriculum Committee (24-26); English</i>	
Harley Glenn , <i>ASRCC Student Representative</i>	
Casandra Greene , <i>RCC Curriculum Instructional Support Coordinator</i>	
Lynn Wright , <i>VP of Academic Affairs; Administrative Co-Chair of CC</i>	
Liaisons/Admin/Staff/Guests	
Jeanine Gardner , <i>Admissions and Records</i>	
Bryan Medina , <i>District Curriculum Analyst</i>	
Mia Timme , <i>Instructional Department Specialist, English Media Studies and World Languages; IDS Liaison</i>	
Voting Committee Members Absent	
Parissa Clark , <i>Economics/Geography/Political Science Dept. Rep. (23-25; need a 1-year 25-26 term to correct)</i>	
Mark Haines , <i>Dance and Theater Dept. Rep. (24-26)</i>	

2. **Approval of the Agenda: 1st Conrad; 2nd Amidon; approved unanimously**
The agenda will be reviewed, discussed, and considered for approval.
3. **Approval of Minutes from April 8, 2025: 1st Amidon; 2nd Joseph; approved unanimously**
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.

Jeanine Gardner – Evaluator at RCC. The evaluators are seeing an increase in course substitutions – some are required as a core courses but are cut for low enrollment. Some courses are listed to comply with a TMCs. Also a problem for courses only offered in Fall or Spring and students have to wait a year to take them.

5. **Action Item:**

6. Reports

- a. Curriculum Chair – Kelly Douglass – Please see attached document with complete details
 - i. CCN Phase I: courses are active and students are enrolling for Summer and Fall; if you have students who have trouble accessing, please get a screen shot or screen record if possible; biggest struggle has been students looking for a non-CCN class in a CCN discipline and not realizing the 4-digit discipline abbreviation applies to all courses in the discipline.
 - ii. CCN Phase IIA Check-in: Templates are available and should be worked on; launch date is September 19, but please try to get them in sooner.
 - iii. CCN Phase IIB update:
 1. Convening has met, final surveys closed May 7.
 2. Templates should be ready by the end of May. [see handout with updated info: June]
 3. While these don't have to be launched until Fall 2026, Phase III will also launched at the same time. Faculty are encouraged to get Phase IIB in before Phase III, late Fall 25 or early Spring 26
 4. For Phase IIB and III course disciplines: Remember, you can't do anything until the template is available.
 5. Questions about Chem CCN course templates that still require lab. Advice to attend ASCCC CCN office hours and summer Curriculum Institute.

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.

6. For Early Childhood, the discipline is being split into two different discipline names. Where the CCN courses will go, but Amber needs guidance on how to assign the rest of their courses.
- iv. CCN Phase III: Convenings will take place this summer; we will likely get templates in mid-fall; we may not locally offer every course in this phase, but we have most of them.
- b. Articulation Officer – Nicole Banerjee: have not received CalGETC updates yet
- c. Curriculum Coordinator – Casandra Greene
 - i. Compliance Reports (with advice from Chair Douglass)
 1. Reports have been sent out.
 2. Be sure to check whether the course needs a minor mod or a major mod.
 3. All proposals need to be submitted by Oct 3, 2025.
 - ii. WKX COR info and updates
 1. Work Experience guidance has been sent out.
 2. For disciplines that have work experience, please ensure the appropriate proposal is submitted by Oct 3.
 - iii. Catalog: If there are sections of the catalog you need printed, please reach out to Casandra.
- d. Tech Review Chair – Steven Schmidt – No report
- e. Academic Standards – Brock Russell: Standards reviewed APs (Administrative Policies) 2100 on grad requirements (unsure about applicability to ADT and future baccalaureate degrees; waiting for response) and 2102 on CTE programs (concerned about language; waiting for revision)
- f. VPAA – Lynn Wright
 - i. Curriculum Institute – Currently have a few people. Are others attending? Elena will send to committee. If you want to attend, please reach out to Lynn and Elena.
 - ii. Program Discontinuance: We will be convening the taskforce in alignment with AP2021.
 - iii. Vision 2030 Regional event – heavily attended by RCCD.
 - iv. We have funding from the state for CCN. We typically don't pay SPRs for curriculum, but as this is a mandate, there may be opportunities for work over the summer or next winter if needed to meet deadlines.
 - v. Discussion of some concerns about CCN course glitches in our systems; ongoing work to address
 - vi. Summer enrollment at 28% with priority registration. This morning it had increased by 3%. Fall was 18% yesterday and grew 1% over night.
 - vii. We did advertising for CCN to help students be aware of the changes coming. Posters and flyers have gone up. If you would like additional flyers, please reach out to Elena.
 - viii. RCC will be getting Program Mapper to help with instructional pathways.

- ix. A short-term course list has been added to the schedule of classes page to help students enroll in short term classes. The intention is to increase the pathways for students for completion.
 - g. ASRCC Representative – Harley Glenn
 - i. One question raised about an individual course and ability to meet SLOs; determined not the forum for addressing
 - ii. As of right now, students have been able to register for CCN courses. Signage has been effective.
 - h. Report on New Program Exploration: Rep. Amy Vermillion
 - i. Exploring the opportunity of Anesthesia Technology program to be offered as a Baccalaureate Degree.
 - ii. Will need to be approved by Senate. Was sunshined at the May 12 RCC Senate meeting.
 - i. Equity-Minded Curriculum
 - i. Bar stool assessment – three legs – if we can divide our courses into a three-prong approach it may help with an attention span and awareness of successes along the way.
 - ii. Drop deadline is Friday – info to make sure students have
 - a. if students approach you about how to still pass, please be mindful that they may need additional guidance for next steps – “you may not pass this class, but next semester you can . . . “
 - b. Students don’t always understand that a W doesn’t count towards their GPA.
 - c. Students may not know that if they pass a course they cannot repeat a course to get a higher grade.
 - d. Some students think being on Promise Program they are better to fail than to withdrawal – not the case
 - e. Recent high school students may not realize a D does not count towards requirements in college in most cases.
 - iii. Academic Renewal can help students.
 - iv. FAFSA deadline is approaching – please let your students know. There are overrides for students who do not have contact with parents. Have them reach out to RCC Financial Services.
7. Curriculum Policy & Procedure:
- a. Curriculum Institute Reminders: July 9-12; email Lynn and Elena if you want to attend
 - b. Updates on Curriculum Rep Elections
 - i. Chemistry – Fall 23 will be Bobbie Grey / Spring 26 will be Emily Spencer. Both should attend the Fall training.
 - ii. Rep. Namala’s department voting next week
 - c. VC Bishop visit on IETTC

- i. Inland Empire Technical Trade Center is being built in Jurupa Valley
- ii. Will be a learning center of the District – Senate RCC and District are asking questions. If you have questions reach out to your Senator or Senate President.
- iii. Programs there should not overlap with what is already offered.
- iv. Q: Do we know how they will determine which disciplines have? A: No; Could be a space issue, but unsure.
- v. Watch minutes, old and new, from Academic Senate and CTA for conversation and information

8. **Open Forum**

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

a. **Addressing Evaluator Jeanine Gardner’s question:**

- i. Courses not being offered is interfering with student completion. ETS-40 is getting cancelled for low enrollment. It is in a few ADTs, but students have to get a course substitution in order to complete. Possible solution is to make an or option with other courses.
- ii. Q: Is it possible to identify courses only offered Fall or Spring. Many course subs for FTV. A: Can’t put in catalog for a variety of reasons, but can provide to counselors and put in other places.

- b. Q: CCN – what determines which unit value you use? A: For CCN you must have the minimum. Can have additional units but not less (especially if already approved at that unit value).

9. Next Meeting: May 27, 2025 (last college meeting of 24-25 curriculum year)

10. Meeting adjourned at 4:29pm

Action Items:

- 1. Technical/Proofreading edits from shared spreadsheet – no info or discussion needed to fix - NONE
- 2. New State/Locally Approved Certificates/Degrees: pg. 4

Information Items: All Information and Action Items for MVC and NC: pg. 5

- 1. Course Inclusions
- 2. Course Major Modifications
- 3. State/Locally Approved Certificate/Degree Modifications

Attachments: Minutes from April 8, 2025

Action Items:

New Program – Certificate

Motion to approve: 1st Conrad; 2nd Williams; approved unanimously

ACC	Income Tax Preparer	<i>This tax preparer preparation program provides students with the knowledge to prepare individual, small business, and payroll tax returns and obtain entry-level positions as tax preparers or bookkeepers.</i>	R
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Information Items - Action items at MVC and NC for May 13, 2025

Course Inclusion

ENGL-8	Introduction to Mythology	<i>English 8 is cross-listed with Humanities 8, a course which already exists in the MVC Catalog. Including English 8 will enhance enrollment, and make the course to interested English instructors. The Humanities discipline has adequate staffing to ensure regular offerings as necessary.</i>	M
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Course Major Modification

ELC-73	Electric Motors and Transformers	<i>Adding the new book.</i>	N
ELE-73	Electric Motors and Transformers	<i>Updating textbooks and add objective(s).</i>	N
MAN-73	Electric Motors and Transformers	<i>Updating textbooks and add objective(s).</i>	N

Program Modification - ADT

MAT	Mathematics 2.0	<i>There is an updated version of the TMC (Transfer Model Curriculum) template available, updating the ADT in Mathematics program to the most current version template.</i>	M
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TIGER PRIDE VALUES

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

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

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

Equity-Mindedness: We promote social justice and equity.

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

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

Launch Deadline for CCN IIA courses for 2026-2027 Catalog: **September 19, 2025**

Launch Deadline for all courses and programs for 2026-27 Catalog: **October 3, 2025**

CCN finalized templates: <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/course-outline-of-records-submission>



Curriculum Committee

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CCN (Common Course Numbering) Updates as of May 16, 2025

- **CCN Phase I courses** - completed and submitted; students are registering for Sum/Fall 25 now
 - COMM C1000/C1000H (COM 1/1H)
 - ENGL C1000/C1000H (ENG 1A/1AH)
 - STAT C1000/C1000H (MAT 12/12H)
 - POLS C1000/C1000H (POL 1/1H)
 - PSYC C1000/C1000H (PSY 1/1H)

- **CCN Phase IIA courses** – available now; should be worked on (and launched if possible) now – absolutely must launch deadline: September 19, 2025
 - ARTH C1100/C1100H (AHS 1/1H)
 - ARTH C1200/C1200H (AHS 2/2H)
 - ECON C2001/C2001H (ECO 8/8H)
 - ECON C2002/C2002H (ECO 7/7H)
 - ENGL C1003/C1003H (ENG 1B/1BH)
 - HIST C1001/C1001H (HIS 6/6H)
 - HIST C1002/C1002H (HIS 7/7H)

- **CCN Phase IIB courses** – convenings have met; final survey closed; expecting templates in June 2025; must be launched by Fall 2026 for Fall 2027 catalog; however, all the Phase III course also have this deadline. Strongly encouraged to launch later in Fall 2025 or Spring 2026; template numbers are assigned when we get the new templates; there may have been adjustments to this attempt to match to our catalog in the convening meetings, but this is what we had as of last Fall when they all met. **We determine for sure which classes of ours align with the final template when we get it.**
 - Anthropology: C-ID ANTH 110, Intro to Biological Anthropology with Lab (ANT 1/1H – with 1L? or not?)
 - Astronomy: NO C-ID, Astronomy with Lab: RCC does not have? (unclear without C-ID; will review template when released)
 - Biology
 - C-ID BIOL 110B, Human Anatomy with Lab: (We don't have courses that currently align to these C-IDs; Bio 50A and B together are BIOL 115S)
 - C-ID BIOL 120B, Human Physiology with Lab: (We don't have courses that currently align to these C-IDs; Bio 50A and B together are BIOL 115S)
 - NO C-ID, General Survey Biology Course, with Lab: Bio 1/1H
 - Chemistry
 - C-ID CHEM 101, Introduction to Chemistry: CHE 2A
 - C-ID CHEM 110, General Chemistry for Science Majors 1 with Lab: CHE 1A/1AH
 - Part of C-ID CHEM 120S, General Chemistry for Sciences Majors II with Lab: CHE 1B/1BH
 - Child Development: C-ID CDEV 100, Child Growth and Development: EAR 20
 - Communication: C-ID COMM 130, Interpersonal Communication: COMM 9/9H
 - Math
 - C-ID MATH 210, Single Variable Calculus I Early Transcendentals: MAT 1A/1AH
 - C-ID MATH 211, Single Variable Calculus I Late Transcendentals: We don't have a course that currently aligns to this C-ID
 - C-ID MATH 220, Single Variable Calculus II Early Transcendentals: MAT 1B
 - C-ID MATH 221, Single Variable Calculus II Late Transcendentals: We don't have a course that currently aligns to this C-ID
 - Sociology: C-ID SOCI 110, Introduction to Sociology: SOC 1/!H

- **CCN Phase III:** must be launched by Fall 2026; no templates at this time; expected in late Fall 2025 and early Spring 2026. This is just the course titles, current C-ID if applicable, and our local crosswalk of anticipated matches (thank you, Dr. Casandra Greene):

	CCN Course	C-ID	RCC Course
1	Financial Accounting	ACCT 110	ACC-1A
2	Managerial Accounting	ACCT 120	ACC-1B
3	Introduction to Criminal Justice	AJ 110	ADJ-1, ADJ-1H
4	Concepts of Criminal Law	AJ 120	ADJ-3, ADJ-3H
5	Understanding Art	ARTH 100	ART-6, ART-6H, AHS-6, AHS-6H
6	Survey of Modern Art	ARTH 150	
7	Anatomy and Biology I (per notice, should be Physiology)	BIOL 115S	BIO-50A and 50B
8	Anatomy and Biology II (per notice, should be Physiology)	BIOL 115S	BIO-50A and 50B
9	Introduction to Business	BUS 110	BUS-10, BUS-10H
10	Business Communication	BUS 115	BUS-24
11	Legal Environment of Business	BUS120	
12	Business Law	BUS125	BUS-18A
13	Child, Family, and Community	CDEV 110	EAR-42
14	Introduction to Chicana/o Studies	CHS 101	
15	Argumentation and Debate	COMM 120	COMM-3
16	Intercultural Communication	COMM 150	COMM-12
17	Business Statistics	Currently aligned with Math 110	
18	Psychology Statistics	Currently aligned with Math 110	PSYC-48, SOC-48, (catalog also li
19	Principles and Practices of Teaching Young Children	ECE 120	EAR-28
20	Introduction to Curriculum	ECE 130	EAR-24
21	Observation and Assessment	ECE 200	EAR-19
22	Practicum in Early Childhood Education	ECE 210	EAR-30
23	Health, Safety, and Nutrition	ECE 220	EAR-26
24	Teaching in a Diverse Society	ECE 230	EAR-25
25	World History to 1500	HIST 150	HIS-1
26	World History since 1500	HIST 160	HIS-2, HIS-2H
27	Western Civilization I	HIST 170	
28	Western Civilization II	HIST 180	
29	Introduction to Kinesiology	KIN 100	KIN-10
30	Finite Mathematics	MATH 130	
31	Business Calculus	MATH 140	MAT-5
32	Multivariable Calculus	MATH 230	MAT-1C
33	Music Appreciation	MUS 100	MUS-19
34	Music Fundamentals	MUS 110	MUS-3
35	Microbiology	NO C-ID	**possible BIO-55
36	Introduction to Philosophy	PHIL 100	PHI-1, PHI-1H
37	Introduction to Logic	PHIL 110	
38	Introduction to Political Theory and Thought	POLS 120	POL-11
39	Introduction to Comparative Government and Politics	POLS 130	POLS-2, POLS-2H
40	Introduction to Biological Psychology	PSY 150	PSYC-2
41	Introduction to Research Methods in Psychology	PSY 200	
42	Introduction to Research Methods in Psychology with Lab	PSY 205B	PSYC-50
43	Social Problems	SOCI 115	SOC-2
44	Introduction to Statistics in Sociology	SOCI 125	PSYC-48, SOC-48, (catalog also li
45	Introduction to Marriage and Family	SOCI 130	SOC-12
46	Introduction to Gender	SOCI 140	SOC-25
47	College Composition for multi-language learners	TBD	