



**Curriculum Committee Minutes =DRAFT=**

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

May 14, 2023 • 3-5 pm • Hall of Fame

Zoom link for Spring 2024: <https://rccd-edu.zoom.us/j/86563659008?pwd=Jro6ZShalcuNnmSkSpIO2GhCq7zWVC.1>

1. Call to Order at 3pm

Voting Committee Members Present	Members Absent
<b>Juan Ahumada</b> , <i>Communication Studies Dept. Rep. (23-25)</i>	<b>Parissa Clark</b> , <i>Economics/Geography/Political Science Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct)</i>
<b>Tucker Amidon</b> , <i>English &amp; Media Studies Dept. faculty. (Spring 24; 24-26; will need a 25-27 or 26-27 term to correct)</i>	
<b>Madeline Bettencourt</b> , <i>Cosmetology Dept. Rep. (23-25; elected to revised cycle for 24-26)</i>	
<b>Paul Conrad</b> , <i>Business Admin/Info Sys Tech Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	<b>Bobbie Grey</b> , <i>Chemistry Dept. Rep. (23-25; 25-26 (cycle correct term))</i>
<b>Ellen Drinkwater</b> , <i>Articulation Officer</i>	
<b>Shannon Hammock</b> , <i>Library/Learning Resources Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	<b>Mark Haines</b> , <i>Dance and Theater Dept. Rep. (22-24)</i>
<b>Robert Jew</b> , <i>Art Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct)</i>	
<b>Ryan Joseph</b> , <i>Life Sciences Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	<b>Scott Hernández</b> , <i>Applied Technology Dept. Rep. (22-24; Pierre Ortanez elected for 24-25, (cycle correction term))</i>
<b>DyanSue Kovacs</b> , <i>World Languages Dept. Rep. (22-24; needs a 24-25 election to correct)</i>	
<b>Amber Lappin</b> <i>School of Education and Teacher Preparation Dept. Rep. (23-25; elected to revised cycle for 24-26)</i>	
<b>Clara Lowden</b> , <i>Kinesiology/Athletics Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct)</i>	
<b>Karyn Magno</b> , <i>Counseling Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct)</i>	
<b>Valerie Merrill</b> , <i>Mathematics Dept. Rep. (22-24; 24-26; will need a 25-27 or 26-27 term to correct)</i>	
<b>Doris Namala</b> , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (22-24; 24-25 (cycle correction term))</i>	
<b>Eddie Perez</b> , <i>Behavioral Science / Psychology Dept. Rep. (Spring 24; Kweku Williams elected to 24-25 correction election and 25-27 term)</i>	
<b>Brock Russell</b> , <i>Physical Sciences Dept. Rep. (23-25; will need a 24-26 or 25-26 term to correct)</i>	
<b>Steven Schmidt</b> , <i>Music Dept. Rep. (23-25); Technical Review Com Chair</i>	
<b>Amy Vermillion</b> , <i>Nursing Dept. Rep. (23-25; elected to revised cycle for 24-26)</i>	
<b>Non-Voting Committee Members</b>	
<b>Kelly Douglass</b> , <i>Faculty Chair**, Curriculum Committee (22-24; 24-26); English</i>	<b>David Caloca</b> , <i>ASRCC Student Representative</i>
<b>Casandra Greene</b> , <i>RCC Curriculum Instructional Support Coordinator</i>	
<b>Lynn Wright</b> , <i>VP of Academic Affairs; Administrative Co-Chair of CC</i>	<b>Alexa Salazar Trujillo</b> , <i>ASRCC Student Representative</i>

2. Approval of the Agenda: 1<sup>st</sup> Amidon; 2<sup>nd</sup> Conrad; approved by consensus

*The agenda will be reviewed, discussed, and considered for approval.*

**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.*

3. **Approval of Minutes from April 23, 2024:** 1<sup>st</sup> Lowden; 2<sup>nd</sup> Amidon; approved by consensus  
*The minutes will be reviewed, discussed, and considered for approval.*
4. **Public comment - none**  
*Public comment period provided for members of the public; Curriculum Committee Chair may limit comment period by a vote of the committee.*
5. **Action Items: Curriculum proposals (see below)**  
*Curriculum proposals will be reviewed, discussed, and considered for approval and forwarding to the District Curriculum Committee.*
6. Reports
  - a. Curriculum Chair – Kelly Douglass
    - i. AB1111 Faculty Survey and Convening Opportunities Info
      1. ASCCC is seeking input from the five disciplines with courses in Phase One of AB1111: Communication Studies, English, Math, Political Science; Psychology
      2. There are two ways to provide input, both by May 20:
        - a. Submit the name of a representative of one of the six courses from your discipline to Senate President Jo Scott-Coe by May 20; this person will represent your discipline’s view on the class and the Common Course Numbering template at one of the June zoom meetings (June 12, 18, or 24 – see email from ASCCC)
        - b. A survey from ASCCC to be completed by May 20; should be sent to all faculty (FT/PT) who teach the course
      3. Both the survey and the Zoom meetings are asking for input on the Common Course Numbering template for your course. This template will be used to determine if the course is similar enough to the other across the CCC system to have the same course number (the goal of AB1111). The template appears to be largely based on the current C-ID (course identifying) descriptor. A brief reminder/introduction of what that is:
        - a. C-ID numbers the course identification descriptors that we use to ease transfer and identify comparable courses across systems.
        - b. The Common Course Numbering (CCN) system is what AB1111 authorized and will renumber courses across the community colleges to the same number and discipline name for easier transferability for students; it is going to be built on the back of this existing C-ID system.
        - c. The CCN templates list all the parts of a Course Outline of Record and identify which "course elements" will be required to be identical and which can retain local variation. Faculty are invited in the survey and at the meetings to comment on the form and these elements.
      4. What the CCN template survey is and what you should be looking at:
        - a. This survey allows individual faculty to weigh in on the template.
        - b. Faculty filling out the survey should review or have available the COR for the course and the C-ID descriptor for the course from c-id.net

- c. Review the CCN template for your course linked in the survey and compare it to the C-ID descriptor (I have already taken the surveys for English; for the two English courses, the CCN template uses only info from the current C-ID descriptor in the various "required elements" portion. There does not appear to be anything new in the required sections, but that is something that faculty should be looking at when they see the CCN template (it is only available once inside the survey.)
  5. Two opinions for Chair Douglass and points for the discipline to consider and for folks attending a zoom or doing survey to think about:
    - a. I would be cautious about any CCN that requires identical material that goes beyond what is already in the C-ID descriptor because your course *already* has all the elements from its relevant C-ID descriptor; that's why you have that designation. So your discipline has already done the work to align to the current system and to embed in your COR all the additional content and teaching methods and materials that our local subject matter experts have agreed on. If the CCN template is asking for *new* required and identical elements, that would be outside of the local curriculum review process.
    - b. Take note of the section on the template regarding "Course Objectives/Outcomes-Part 1." This is a required elements section. If you look at the C-ID descriptor, there are only *objectives*. *There are no required outcomes*. If the option for outcomes is listed on the CCN to indicate that we can put them into our CORs as either objectives or outcomes, I don't see any concern; that is already the case. But if the addition of outcomes to this section header is to indicate that we may have *required outcomes* to our CORs, that is something that, in my opinion, would be a very serious concern. Outcomes are what we assess and are tied to larger institutional processes like program review, accreditation, assessment projects and faculty work, etc. If they are required, they couldn't be revised or improved. In my own survey responses, I asked for greater clarity. Your discipline should consider that language in your own contexts.
- ii. DE legacy-approved courses and accreditation
  1. Accreditation will randomly pull sections taught online to review process.
  2. All courses on attachment are legacy and there is no documentation on how these courses are taught online.
  3. Please review with your department and develop a plan to submit the forms.
  4. Be aware that there is no change in the course being approved, but that the documentation needs to be updated; launch by spring 2026 at latest; use most current DE language for similar courses to make work easier but still link to course-specific outcomes.

- iii. Update on Independent Study courses
  - 1. Independent Study policy appears to need more revision to be more specific in student contact hours and other key items that all CORs would need to include in specific detail
  - 2. At the RCC senate, there was general support for a student driven/initiated model. Norco's stance was that it should be student driven. At MVC Senate, questions about implementation and funding, student supervision, but there are some faculty in the BIO discipline who do not want to take away the faculty led portion. Some faculty are able to obtain grants that allow students to do additional lab and data work.
  - 3. TR/DCC/Standards have found some models that specify hours and responsibilities.
  - 4. Acknowledging that while we aren't a research institution, we are teaching students to be researchers, so it seems like we are moving generally toward a BP/AP revision that is likely to encourage student driven research, but not exclude faculty driven research with clearer requirements about faculty obligations and contact hours.
  - 5. An ad hoc workgroup to pull together work already done plus no research and faculty input to just hammer out a draft, and then take that to Standards in the fall.
- b. Articulation Officer – Ellen Drinkwater – no report
- c. Instructional Programs Support Coordinator – Casandra Greene
  - i. PSY/SOC 48 new COR date and ADT plan
    - 1. Casandra and Ellen will be working this summer to update all ADTs for CalGETC, AB111, and PSY/SOC 48 (mandatory clerical changes)
    - 2. If the TMCs have changed since last discipline update of ADT, those will required faculty revision – this is not optional. Because of CalGETC, we MUST update them. Ellen and Casandra will have more info for everyone in early September, but if your department already knows you are planning to do updates, let them know.
  - ii. Importance of October program deadline: prepare your department that there may be program work necessary in the fall with the October deadline.
- d. Tech Review Chair – Steven Schmidt – no report
- e. VPAA – Lynn Wright
  - i. Support expressed regarding all these upcoming deadlines
  - ii. Curriculum Institute reminder – if you still want to go, reach out to Lynn.
- f. ASRCC Representative – David Caloca and Alexa Salazar Trujillo – no report
- g. Equity-Minded Curriculum
  - i. Rep. Hammock shared from the librarians
    - 1. please alert the library if you are using a new text in the summer/fall so the library can get at least one copy online

2. Don't use non-compliant copyright violation downloads of books – please reach out to the Librarians if you have questions
        3. Flex credit – meet with librarians to assess texts, and ensure the Library has the correct resources for students
      - ii. Chair Douglass reminded everyone that Kweku often gives an impassioned speech once we are past the drop deadline: students are enrolled and they are there. Please be mindful that they are still there. Support them to succeed where possible
7. Curriculum Policy & Procedure:
  - a. Motion to approve shift of Curriculum meeting times from 3-5pm to 2:30-4:30pm: 1<sup>st</sup> Drinkwater; 2<sup>nd</sup> Conrad; (16 yes; 0 no; 2 abstentions (Kovacs and Perez); motion is approved
    - i. Discussion about what committee members would prefer; Some teach until 2:50.
    - ii. This is not permanent in perpetuity – if it doesn't work we can change it again.
    - iii. Begins next academic year.
  - b. Curriculum Representative Election Updates? (Dance and Theater; Life Sciences; World Languages; others?)
    - i. Ryan Joseph continuing for Life Sciences
    - ii. World Languages Rep not yet determined
  - c. RCCD Local Gen Ed – Per Title V
    - i. English, Reading, and Math are no longer competency; English and Math are specific Areas, but not competencies which mean that like other courses, do not necessarily require a C grade.
    - ii. Students have an overall GPA of 2.0.
    - iii. Transfer institutions still require C grades.
    - iv. Pre-req still requires a C or better.
    - v. Discussion about messaging to students.
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. Question about how members report out to departments. Sometimes reported in department meetings. Others send out Curriculum meeting minutes or an abbreviated version of the minutes relevant to department. [Note to all that minutes are available on the rcc website]
  - b. Clarifying question about minor mods and how they will now have board dates.
  - c. Library has a budget line for instructional materials that aren't textbooks; this can be materials for students to use in library or can check out. Examples – skeletons, calculators. If your discipline has needs please reach out.
9. Next Meeting: May 28, 2024
10. Meeting adjourned at 4:24pm

**Action Items:**

1. Course Deletions: pg. 6
2. Course Major Modifications: pg. 6
3. New Courses: pg. 7
4. New State/Locally Approved Certificates/Degrees: pg. 7
5. State/Locally Approved Certificate/Degree Modifications: pg. 7

**Information Items: All Information and Action Items for MVC and NC: pg. 8**

1. New Courses

**Attachments:**

- Minutes from April 23, 2024 meeting
- List of DE legacy-approved courses
- ASCCC email on phase one courses; survey and faculty convening

**Action Items:**

Course	Long Title	Rationale	Campus	RCC CC Action
<b>Course Deletion</b>				
SPA-3N	Spanish for Spanish Speakers	Spanish 3N has not been offered at RCC for quite some time. Since the course is currently only offered at RCC, the best course of action is to launch a course deletion. <i>No new action for RCC CC May 14 -- on hold to wait for program.</i>	R	<b>Hold</b> for next meeting (program we are waiting for is at TR now)
<b>Course Major Modifications</b>				
<i>Motion to approve all Course Major Modifications: 1<sup>st</sup> Amidon; 2<sup>nd</sup> Lowden; approved unanimously Discussion on AHS 13 and 14 and advisory language and entrance skills and if they are needed and what was intended; other miscellaneous edits for chair to review with originator.</i>				
AHS-13	Pre-Columbian Art History	<i>Adding objectives.</i>	MNR	<b>Approved</b>
AHS-14	Latin American Art: Colonial to the Present	<i>Adding objectives.</i>	MNR	<b>Approved</b>
NNA-80	Nursing Assistant Training Program (NATP)		R	<b>Approved</b>
NNA-80A	Nursing Learning Laboratory		R	<b>Approved</b>
NVN-43	Intermediate Concepts of Vocational Nursing - Maternity and Pediatrics	<i>Per Title IV Department of Education 34 CFR 668.14(b)(26)(ii), programs must align with regulatory board minimum hours, which is 1,530 hours (California Code Regulation, Title 16, section 2532) according to Board of Vocational Nursing &amp; Psychiatric Technicians in order for students to receive Title IV funding. The RCC VN program is currently at 1,548 hours. Therefore, 18 hours need to be removed in order to be in compliance. This change is required by July 1, 2024. Due to a decrease in OB and pediatric clinical sites, it is most reasonable to remove the 18 hours from the lab portion of this course, which in turn, will decrease the course by 0.5 units. There is no needed change in course SLOs, objectives, or course content.</i>	R	<b>Approved</b>

<b>New Course</b>				
PSY-60	Independent Study in Psychology	<i>Psychology majors want to gain experience in performing research studies. No new action for RCC CC May 14 -- on hold to wait for BP/AP revision and approval.</i>	MNR	<b>Hold for BP/AP revision</b>
<b>New Program</b>				
PUB	Public Health ADT	<i>To offer a complementary pathway to students who either want to earn a dual degree in Public Health and Nursing or an additional healthcare pathway to a transferring university. The prerequisites for Public Health ADT, Nursing, and other healthcare pathways are similar and this new pathway can provide students with a declared nursing major an additional healthcare pathway while either awaiting admission or for those who determine nursing may not be their desired educational goal. The COVID-19 pandemic illuminated the critical need for employability in the public health sector.</i>	R	<b>Approved</b>
<b>Program Modifications</b>				
NNA	Nursing Assistant Certificate	<i>Per Title IV Department of Education 34 CFR 668.14(b)(26)(ii), programs must align with regulatory board minimum hours, which is 1,530 hours (California Code Regulation, Title 16, section 2532) according to Board of Vocational Nursing &amp; Psychiatric Technicians in order for students to receive Title IV funding. The RCC VN program is currently at 1,548 hours. Therefore, 18 hours need to be removed in order to be in compliance. This change is required by July 1, 2024. Due to a decrease in OB and pediatric clinical sites, it is most reasonable to remove the 18 hours from the lab portion of NVN-43, which in turn, will decrease the course by 0.5 units. There is no needed change in course SLOs, objectives, or course content.</i>	R	<b>Approved</b>
NVN	Vocational Nursing - Degree and Certificate		R	<b>Approved</b>
NNA	Acute Care Nursing		R	<b>Approved</b>
NNA	Home Health Aide		R	<b>Approved</b>

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**MVC/NC Information Items: New Courses**

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AHS-60	Special Topics in Art History & Visual Culture	<i>Art history and visual culture are constantly evolving; a rotating, special themed class enables faculty to continually craft the classroom experience and curriculum to foreground new critical perspectives, areas of research and scholarship, and emerging trends. A special themed class also provides a venue for faculty to share their own areas of particular expertise, research, and other professional talents with students. The content of the course is by design flexible; it will be selected and approved by the department. The direction of the course will be determined by current needs and interests of students and faculty. The organization of the course and material will vary from semester to semester, and instructor to instructor.</i>	N
MAN-66	Pneumatic Fluid Power Systems	<i>This proposal is to split up the MAN-60 so that pneumatics or hydraulics can be offered to help the students get through the program faster. We will also be changing the certificates in which the MAN 60 course is specified as an or. MAN 60, MAN 78 or MAN 66</i>	N
MAN-78	Hydraulic Fluid Power Systems	<i>This proposal is to split up the MAN-60 so that pneumatics or hydraulics can be offered to help the students get through the program faster. We will also be changing the certificates in which the MAN 60 course is specified as an or. MAN 60, MAN 78 or MAN 66</i>	N

**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.