



Riverside City College
Curriculum Committee Agenda
 Curriculum website: websites.rcc.edu/curriculum
 February 28, 2023 • 3-5 pm • Hall of Fame / Zoom

1. Call to Order at 3:05pm

Present	Absent
Juan Ahumada , <i>Communication Studies Dept. Rep. (21-23)</i>	Paul Conrad , <i>Business Admin/Info Sys Tech Dept. Rep.</i>
Madeline Bettencourt , <i>Cosmetology Dept. Rep. (21-23)</i>	Ellen Drinkwater , <i>Articulation Officer</i>
Parissa Clark , <i>Economics/Geography/Political Science Dept. Rep. (21-23)</i>	Bobbie Grey , <i>Chemistry Dept. Rep. (21-23)</i>
Scott Hernández , <i>Applied Technology Dept. Rep. (22-24)</i>	Mark Haines , <i>Dance and Theater Dept. Rep. (22-24)</i>
Robert Jew , <i>Art Dept. Rep. (21-23)</i>	Shannon Hammock , <i>Library/Learning Resources Dept.</i>
Ryan Joseph , <i>Life Sciences Dept. Rep. (22-24)</i>	Tammy Kearns , <i>English & Media Studies Dept. Rep. (22-</i>
DyanSue Kovacs , <i>World Languages Dept. Rep. (22-24)</i>	
Amber Lappin , <i>Early Childhood Education Dept. Rep. (21-23)</i>	
Clara Lowden , <i>Kinesiology/Athletics Dept. Rep. (21-23)</i>	
Karyn Magno , <i>Counseling Dept. Rep. (21-23)</i>	
Valerie Merrill , <i>Mathematics Dept. Rep. (22-24)</i>	
Doris Namala , <i>History/Humanities/Philosophy/Ethnic Studies Dept. Rep. (22-24)</i>	
Aaron Sappenfield , <i>Physical Sciences Dept. Rep. (21-23)</i>	
Steven Schmidt , <i>Music Dept. Rep. (21-23); Technical Review Com Chair</i>	
Amy Vermillion , <i>Nursing Education Dept. Rep. (21-23)</i>	
Kweku Williams , <i>Behavioral Science / Psychology Dept. Rep. (22-24)</i>	
Non-Voting Committee Members	
David Caloca , <i>ASRCC Student Representative</i>	
Kelly Douglass , <i>Faculty Chair***, Curriculum Committee (22-24); English</i>	
Cassandra Greene , <i>RCC Curriculum ISC</i>	
Lynn Wright , <i>VP of Academic Affairs; Administrative Co-Chair of CC</i>	
Liaisons/Admin/Staff/Guests	
Robert Baradaran , <i>Culinary Faculty</i>	
Jennifer Corr , <i>Business Admin/Info Sys Tech Dept. Faculty</i>	
Mia Timme , <i>Instructional Department Specialist, English Media Studies and</i>	

2. Approval of the Agenda: (1st Hernández; 2nd Lowden; approved by consensus)

3. Approval of Minutes from November 8, 2022:

a. 1st Vermillion; 2nd Lowden; approved by consensus with one correction

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.villaseñor-lee@rccd.edu or Lorraine Jones: lorraine.jones@rccd.edu.

- b. One correction: Bobbie Grey listed as both present and absent; Douglass will fix to absent;
- 4. **Action Items: Curriculum proposals (see below)**
- 5. Reports
 - a. Curriculum Chair – Kelly Douglass
 - i. Update on Academic Standards committee
 - 1. Clarified a Brown Act committee as it is a sub committee of Academic Senate.
 - 2. There will be the old remote meeting process with teleconferencing from each site, listed on agenda (MVC, NC, RCC, RCCD)
 - ii. Reminder: Spring curriculum and Fall Freeze
 - 1. Sept 29 deadline for launching courses. Curricunet freeze begins Sept 30 2023 - Jan 1 2024 -- As a result of AB 1111 (course renumbering)
 - 2. We still do not have guidance and there is none expected until July.
 - 3. Course numbering updates will made on the back end, which is why there is a freeze.
 - iii. Thea Quigley, Assoc Dean CTE shared with Chair Douglass: there is a CTE and Non-credit workshop at Compton college on March 20. Reach out to Shari Yates if you would like more information. Some topics include the following:
 - 1. Using CTE Min Quals tool kit
 - 2. Non-credit to credit pathways
 - iv. Curriculum Calendar for 23-24 – see attachment
 - b. Articulation Officer – Ellen Drinkwater – No Report – AB928 updates at next meeting
 - c. Instructional Programs Support Coordinator – Casandra Greene
 - i. Course compliance reports will be out as soon as catalog publishes.
 - ii. Discussion ensued to clarify color coding
 - d. Tech Review Chair – Steven Schmidt
 - i. Curriculum committee website has been moved. There is a new url: <https://www.rcc.edu/about/strategic-planning/tllc/curriculum-committee/index.html>
 - ii. Currently in the process of updating links.
 - e. VPAA – Lynn Wright
 - i. Enrollment
 - 1. Second week of school 97.4% for enrollment
 - 2. 89.6% fill rate

3. 494 WSCH – highest since 2013-2014
 4. Following census 94.9% a little below first day 6,037 FTS
 5. Reduced number of courses – Norco is at 96% of their targets.
 6. Increasing FTS for next year.
 7. Previously – 80-20 for face to face, and DE
 8. FTS to FTE ratio – 18% is ideal/currently at 14%
 9. We get different funding based on how course is taught (face to face/online/short term)
- ii. Modality: 42% Asynchronous; 12% Hybrid; 46% face to face
 - iii. A focus for the semester will be course rotation
 1. Ensuring that courses are being offered in alignment with programs
 2. Classroom use – how is space being used with the large portion of courses being online?
 - iv. Division Leads for ZTC
 1. There will be a strong push for OER: Texts for ZTC are changing rapidly. There is incentive to create texts that qualify.
 2. Every course must be published for ZTC and LTC (low cost)
 3. State is collecting data
 4. Heather Smith is leading the work group on ZTC.
- f. ASRCC Representative – David Caloca
- i. Club Rush next week – 10-2 and 4-6 on Mon-Wed
 - ii. March 14 – international women celebration in Hall of Fame
 - iii. After Hours event; March 15; 4-6 in front of Automotive; Del Taco and energy drinks
- g. Equity-Minded Curriculum
- i. Some Associate faculty may not be comfortable using ZTC if it is not already used. Should put in ZTC in course outline if there is something. Should be an actual text not a collection of links.
 - ii. Equity Talk to Equity Walk – kick off book club. Should start in March 16.
 - iii. Community of Practice event – March 30 during College Hour: “Student Engagement and Building Community, online and F2F presented by Alex Gilbert
 - iv. When teaching hybrid – students are taking hybrid when they think it is fully online, they don’t realize there is a face to face component.
 1. It is difficult to determine the modality during registration.

2. Some faculty have been reaching out to students to alert them that there is a meeting time in person.
3. Dr. Wright will address and look at possible solutions.
4. Lengthy discussion ensued covering multiple issues: Do students understand what a hybrid course is when they enroll? If you or your discipline is having this issue, please send concerns to Dr. Wright so it is documented. Students register in different ways – Web Advisor, EduNav; EduNav is not user friendly for students. Modality is not easily identified on EduNav.
5. This semester has required more defined guidance and onboarding for students. Online has become a cultural comfort zone.
6. We should have one of our August Flex-days be a student-focused day for students led with faculty. Students need more academic orientation. An open house where faculty across the campus connect with students would show an investment in students. Broader than Welcome Day. Would foster a sense of institutional commitment.

6. Curriculum Policy & Procedure

- a. META/Curricunet updates/changes – Kelly Douglass
 - i. May have noticed changes in curricunet (course inclusion and exclusion) using this new correct proposal type instead of putting them all in “New Course”. Still doing “paper” form but attach it to the appropriate proposal.
 - ii. Short description has been removed and we no longer need it.
 - iii. Grading methods – wasn’t always showing up in the same place proposal or outline, should be uniform moving forward.
 - iv. Cover page – “what is the year and semester you want to offer the course” has been removed – it was not an option faculty could request, so incorrect to ask.
- b. Curriculum Reps: If your term ends in 2023, please alert your department about a re-election or new election, as applicable.

7. Public Comment

- a. As Brown Act committee we have to have Public Comment for public or non-committee member college community
- b. No Comments

8. Open Forum – No Comments

9. Next Meeting: March 14, 2023

10. Meeting adjourned at 4:29pm

Action Items:

1. Course Major Modifications: pg. 2
2. General Education Modifications: pg. 2

Information Items: Course Minor Modifications for RCC : pg. 3-5

Information Items: All Information and Action Items for MVC and NC: pg. 5-6

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

Attachments:

- November 8, 2022 minutes
- 23-24 Curriculum Calendar
- AB1111 Timeline

Action Items:

Technical Corrections on Spreadsheet –

- Check with Bryan Medina about Meta – potential glitches with new proposal categories
- Chem 1AH has more objectives than CHE 1 – an honors version of the course must include what is on the original courses, but could have additional objectives if discipline chooses to.

Course	Long_Title	Rationale	Campus	Action
Motion to Approve Course Major Modifications (1st Hernández; 2nd Joseph; approved unanimously with conditional approval on Chem 2A; noted that Integrated Math 2 is not part of the C-ID/UCOP algebra course language that was approved last year for courses that require this pre-req for a course we don't offer)				
Course Major Modifications				
CHE-1A	General Chemistry, I	Change pre-requisite language from "Prerequisite: CHE-2A or CHE-3 and MAT-35" to "Prerequisite: CHE-2A or CHE-3 and Intermediate Algebra or Qualifying Placement."	MNR	Approved
CHE-1AH	Honors General Chemistry, I	Change pre-requisite language from "Prerequisite: CHE-2A or CHE-3 and MAT-35" to "Prerequisite: CHE-2A or CHE-3 and Intermediate Algebra or Qualifying Placement."	MR	Approved
CHE-2A	Introductory Chemistry, I	Change pre-requisite language from "Prerequisite: MAT-52" to "Prerequisite: Elementary Algebra, Integrated Math 2, or qualifying placement".	MNR	Approved conditionally based on removal of Integrated Math 2 pre-req (see note above at

RLE-82	Legal Aspects of Real Estate	<i>This course is being updated as a major modification to include current and relevant SLOs, detailed course content, detailed assignments and updated textbook information.</i>	MNR	Approved
--------	------------------------------	---	-----	-----------------

Motion to Approve General Education Modifications (1st Hernández; 2nd Lowden; approved unanimously)
General Education Modification

POL-21	Latinx Politics	<i>POL 21 and 23 satisfy both American Institutions and Social/Behavioral Science.</i>	MNR	Approved
POL-23	Race, Ethnicity and Politics in America	<i>POL 21 and 23 satisfy both American Institutions and Social/Behavioral Science.</i>	MNR	Approved

Representative Williams arrived at 3:43 pm (college business) after action item voting and is not included in unanimous approvals; Representative Namala had to leave at 4pm, but was present for all voting.

Information Items: RCC Minor Modifications

AUB-50	Introduction to Automotive Collision Repair	<i>Current materials for this course were re-viewed. All materials including the textbook are still relevant.No changes were necessary.</i>	R	
AUB-51	Automotive Non-Structural Collision Repair and Estimating	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	
AUB-52	Automotive Refinishing and Paint	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	
AUB-53	Automotive Collision Repair Special Projects	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	
AUB-54	Automotive Structural Collision Repair and Frame	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	
AUB-55	Automotive Advanced Refinishing and Custom Paint	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	
AUB-56	Automotive Technology for the Automotive Collision Specialist	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	
AUB-57	Antique and Classic Auto Restoration and Fabrication	<i>Current materials for this course were re-viewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R	

AUB-59A	Automotive Collision Service and Repair	<i>Current materials for this course were reviewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R
AUB-59B	Automotive Refinishing Service and Repair	<i>Current materials for this course were reviewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R
AUB-60	Automotive Trim and Upholstery I	<i>Current materials for this course were reviewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R
AUB-61	Automotive Trim and Upholstery II	<i>Current materials for this course were reviewed. All materials, including the textbook, are still relevant. No changes were necessary.</i>	R
AUT-13A	Hybrid and Electric Vehicle Technology 1	<i>CTE 2 year review, no changes.</i>	R
AUT-13B	Advanced Hybrid and Electric Vehicle Technology	<i>CTE 2 year review, no changes.</i>	R
AUT-1A	Automotive Engine Repair (Upper End)	<i>CTE 2 year review, no changes.</i>	R
AUT-1B	Automotive Engine Repair (Lower End)	<i>CTE 2 year review, no changes.</i>	R
AUT-2	Automotive Automatic Transmission/Transaxles	<i>CTE 2 year review, no changes.</i>	R
AUT-3	Automotive Manual Drivetrain Systems	<i>CTE 2 year review, no changes.</i>	R
AUT-4A	Automotive Steering and Suspension	<i>CTE 2 year review, no changes.</i>	R
AUT-4B	Advanced Suspension and Brake Systems	<i>CTE 2 year review, no changes.</i>	R
AUT-5	Automotive Brakes	<i>CTE 2 year review, no changes.</i>	R
AUT-50	Automotive Principles	<i>CTE 2 year review, no changes.</i>	R
AUT-6A	Automotive Electrical Systems 1	<i>CTE 2 year review, no changes.</i>	R
AUT-6B	Automotive Electrical Systems 2	<i>CTE 2 year review, no changes.</i>	R
AUT-7	Automotive Heating and Air Conditioning	<i>CTE 2 year review, no changes.</i>	R
AUT-801	ASE Test Preparation- Engine Repair	<i>CTE 2 year review, no changes.</i>	R
AUT-802	ASE Test Preparation- Automatic Transmission/ Transaxle	<i>CTE 2 year review, no changes.</i>	R

AUT-803	ASE Test Preparation- Manual Drive Train and Axles	CTE 2 year review, no changes.	R
AUT-804	ASE Test Preparation - Suspension and Steering	CTE 2 year review, no changes.	R
AUT-805	ASE Test Preparation- Brakes	CTE 2 year review, no changes.	R
AUT-806	ASE Test Preparation- Electrical/Electronic Systems	CTE 2 year review, no changes.	R
AUT-807	ASE Test Preparation- Heating and Air Conditioning	CTE 2 year review, no changes.	R
AUT-808	ASE Test Preparation- Engine Performance	CTE 2 year review, no changes.	R
AUT-811	ASE Test Preparation- Advanced Engine Performance	CTE 2 year review, no changes.	R
AUT-8A	Automotive Engine Performance 1	CTE 2 year review, no changes.	R
AUT-8B	Automotive Engine Performance 2	CTE 2 year review, no changes.	R
AUT-8C	Automotive Emission Controls	CTE 2 year review, no changes.	R
CAT-831	Word Processing Skills: Editing and Formatting Documents	Minor modification review.	R
MAT-1C	Calculus III	Updating course materials.	MNR

Information Items: MVC and NC Proposals

Course Exclusions

JOU-150	Intro to Public Relations	Norco College currently does not provide a newspaper, nor do we currently have a Journalism discipline. We will only keep JOU-7 since it is a Communication Studies ADT option.	N
JOU-200	Journalism Work Experience	Norco College currently does not provide a newspaper, nor do we currently have a Journalism discipline. We will only keep JOU-7 since it is a Communication Studies ADT option.	N
JOU-20A	Newspaper: Beginning	Norco College currently does not provide a newspaper, nor do we currently have a Journalism discipline. We will only keep JOU-7 since it is a Communication Studies ADT option.	N
JOU-20B	Newspaper: Intermediate	Norco College currently does not provide a newspaper, nor do we currently have a Journalism discipline. We will only keep JOU-7 since it is a Communication Studies ADT option.	N

JOU-20C	Newspaper: Advanced	Norco College currently does not provide a newspaper, nor do we currently have a Journalism discipline. We will only keep JOU-7 since it is a Communication Studies ADT option.	N
JOU-20D	Newspaper: Professional	Norco College currently does not provide a newspaper, nor do we currently have a Journalism discipline. We will only keep JOU-7 since it is a Communication Studies ADT option.	N
Course Major Modifications			
HLS-2	Preparedness for Emergencies, Disasters & Homeland Security Incidents	This modification is intended to change prerequisite courses to advisory courses.	M
HLS-3	Response to Emergencies, Disasters and Homeland Security Incidents	Change prerequisite to advisory	M
HLS-4	Recovery in Emergencies, Disasters and Homeland Security Incidents	Change prerequisite to advisory.	M
Program Modification			
FIT-FT	Fire Technology - Degree & Certificate	This modification will streamline Fire Technology degree pathway by requiring EMS 50 & 51 instead of these courses being offered as an elective. Fire Service industry standards require Emergency Medical Technician certification and these courses are a required prerequisite to attend the Fire Academy based on recommendations from advisory committees and is consistent with statewide collegiate programs offering a Fire Technology degree. This change will ensure the path to a Fire Technology degree is clearly understood and eliminate elective confusion that has been a barrier for several students.	M

2023-2024 Riverside Community College District Curriculum Calendar

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

July	
4	Legal Holiday/Day of Observation

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August	
--------	--

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September	
4	Legal Holiday/Day of Observation
5	Technical Review & District Curriculum
12	College Curriculum Meeting
19	Technical Review & District Curriculum
26	College Curriculum Meeting
29	Last Day to Launch (Originator)
30	Curriquet "Freeze" Begins

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October	
3	Technical Review & District Curriculum
6	Facilitator and Chair Approval Deadline
6	Program Submission to TR E-mail Deadline
10	College Curriculum Meeting
17	Technical Review Penultimate Approval
24	College Curriculum Penultimate Approval
31	Admin Review Deadline

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

November	
7	Technical Review Last Possible Approval
10	Legal Holiday/Day of Observation
14	College Curriculum Last Possible Approval
16	SPECIAL MEETING: DCC Last Possible
22	Ed Services Prepares Proposals for Cabinet
27	Executive Cabinet Last Possible Approval
28	Tentative College Curriculum Meeting

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December	
5	Technical Review & District Curriculum
5	Committee on Teaching & Learning Last Possible
11-17	Finals Week
12	Board of Trustees Last Possible Approval

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January	
1	Legal Holiday/Day of Observation
1	Curriquet "Freeze" Ends
15	Legal Holiday/Day of Observation

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

February	
16	Legal Holiday/Day of Observation
19	Legal Holiday/Day of Observation
20	Technical Review & District Curriculum
27	College Curriculum Meeting

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March	
5	Technical Review & District Curriculum
12	College Curriculum Meeting
19	Technical Review & District Curriculum
26	College Curriculum Meeting
29	Legal Holiday/Day of Observation

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April	
2	Technical Review & District Curriculum
8-14	Spring Break
16	Technical Review & District Curriculum
23	College Curriculum Meeting
29	CORs Effctv. for 24-25 Become Active in Meta

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May	
7	Technical Review & District Curriculum
14	College Curriculum Meeting
21	Technical Review & District Curriculum
28	College Curriculum Meeting
27	Legal Holiday/Day of Observation

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June	
1-7	Finals Week

	Q3 2023													
	JULY				AUGUST				SEPTEMBER				OCTOBER	
CCCCO	Guidance Expected													
Faculty									Curriculum Submission Deadline				Review	
District Educational Services	Degree Documentation Preparation										Curriquest			
District Curriculum Committee														
College Curriculum Committee & Faculty														
Articulation Officers														
Instructional Program Support Coordinator														
Department Chairs/Deans														
Instructional Department Specialist														
IT														
Human Resources														
Other Departments														

