

NORCO COLLEGE CURRICULUM COMMITTEE MINUTES

September 27, 2016 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.

Members Present:

Brian Johnson.....Math and Sciences
Rex Beck.....Business, Engineering & Information Technologies
Nicholas Franco.....Social and Behavioral Sciences
Dr. Diane Dieckmeyer.....Vice President of Academic Affairs
Mitzi Sloniger.....Communications
Vivian Harris.....Library
Dr. Dominique Hitchcock.....Arts, Humanities and World Languages
Dr. Monica Gutierrez.....Math and Sciences
Dr. Teresa Friedrich Finern.....Math and Sciences
Ladylyn Dominquez.....Social and Behavioral Sciences

Members Absent:

Dr. Kevin Fleming.....Dean of Instruction, Career & Technical Education
Dr. Carol Farrar.....Dean of Instruction
Member representative.....ASNC

Guests: NONE

Committee Support:

Nicole C. Brown.....Office of the Dean of Instruction

- A. Meeting called to order at 2:07pm
- B. Motion to approve September 27, 2016 agenda – Added in discussion items: #4: Course Objectives. MSC: V. Harris/M. Sloniger. Committee approves.
- C. Motion to approve September 13, 2016 minutes – MSC: M. Sloniger/R. Beck. Minutes submitted need revision and Nicole will send out the updated minutes to the committee after the meeting adjourns. Committee will table the approval of minutes until the next meeting.
- D. Norco Action Items: Norco College Approval Items for 09/27/16
 1. **New Courses: NONE**
 2. **New Stand Alone Courses: NONE**
 3. **Course Inclusions:** This class has been in the RCC catalog but RCC does not plan to offer this course again. There is a community connection. Also, this course provides Norco College students another creative writing course:
 - a. **ENG-47 Inlandia: Regional Writing about the Inland Empire (N)**

MSC: R. Beck/V. Harris for discussion. ****TABLED**** The Communications representative had no additional information or feedback to provide. The committee voted to table this submission until more information is obtained from the English discipline. MSC: M. Sloniger/D. Hitchcock motioned to TABLE.

4. Distance Education: NONE

5. Minor Course Modification: NONE

6. Major Course Modification: The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments, and course materials:

a. ADJ-6 Patrol Procedures (MNR) MSC: M. Gutierrez /M. Sloniger ****APPROVED**** This is an ADT in Administration of Justice that passed curriculum last year for Norco. The status for that ADT is unknown at the moment. The COR in CurricUNET doesn't have Moreno Valley College listed as one of the approved colleges. Brian will make sure that is corrected.

b. ENE-10 Introduction to Engineering (NR) MSC: R. Beck/M. Sloniger ****APPROVED**** This course was originally reviewed in the spring and it needed revisions in the course content and methods of evaluation. The unit increase from being a one unit course to a two unit course now.

7. Course Exclusions: NONE

8. Course Deletions: NONE

9. New State Approved Certificates/Degrees: NONE

10. New Locally Approved Certificate: NONE

11. State/Locally Approved Certificates/Degrees Modifications: NONE

12. State Certificate/Degree Deletions: NONE

E: Information Items: NONE

F. Discussion / Information items:

- 1. META Update:** A question was asked on who made the decision to move to the new META system. We learned that the change from CurricUNET to META was a decision that was made at the state level. META is supposed to be more user friendly and intuitive than CurricUNET. All the issues is to be resolved/fixed before 10/04/16.

On Monday 9/26, CurricUNET V2 "Create New Proposal" and "Launch" buttons will be disabled.

On Monday 10/03, META will be live! CurricUNET V2 will available to admins only from this point on.

The CurricUNET V2 data is going to migrate to META the weekend before 10/03. Any work done in CurricUNET V2 prior to that date will migrate but we strongly recommend not working in CurricUNET V2 after Sunday 9/25. We will be able to work with real data in META beginning Tuesday 10/04. There are many layers of interconnected data so it is important that nothing changes in V2 9/26 and 10/03 while we (us and Governet) test the integrity of the data.

WEB ADDRESS: Steven Schmidt hasn't yet been told what the META live web address will be (or what the retired CurricUNET V2 web address will be). He will pass along that information once he receives it.

USER/PASSWORD

User: Your current CurricUNET email address (for most faculty it is an rcc.edu address; this can be changed by an admin later).

Password: Don't know yet if it will be old password or something else. They think it will be your original CurricUNET V2 password.

2. **Survey of Senate and Senate Committees Effectiveness Results:** Brian went over the results for Curriculum committee. You can read those results here in more detail: http://www.norcocollege.edu/about/academic-affairs/Documents/SS-Research/AS_StandingCommittees_2015-16%20Data%20Summary.pdf
3. **CurricUNET Camp Volunteers:** Camp is being held on October 20th from 12:30 PM to 2:30 PM. Brian asked the committee for volunteers and the following faculty offered to assist: Mitzi Sloniger, Vivian Harris and Dr. Dominique Hitchcock. Thank you for your volunteering service. ☺ Volunteers will receive the maximum 2.0 hours of FLEX credit for preparation work and volunteering work.
4. **Course Objectives:** Dr. Gutierrez stated that Peggy Campo said this issue will be brought up at the Academic Senate. We are out of compliance with Federal law guidelines. The student learning outcomes should be objectives. The academic senate will continue this discussion moving forward to decide whether all CORs should have both objectives and outcomes to be in compliance before we are audited. Brian Johnson has been talking about this issue for over a year and this is now a positive move towards in making changes at all three institutions (RCC, MCV, NC).

G. Announcements:

- **Brian Johnson announced that Heather Edberg is the new hire for Naomi's replacement at District. She is still in the onboarding training phase.**
- **CurricUNET Camp is October 20th! Please discuss this with your departments and looking forward to another successful workshop.**

H. Other Business-Open Hearing: NONE

Next Meeting: October 11, 2016. * Room ST 107