

NORCO COLLEGE CURRICULUM COMMITTEE MINUTES

October 25, 2016 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.

Members Present:

Brian Johnson.....Math and Sciences
Rex Beck.....Business, Engineering & Information Technologies
Mitzi Sloniger.....Communications
Vivian Harris.....Library
Dr. Teresa Friedrich Finner.....Math and Sciences
Ladylyn Dominguez.....Social and Behavioral Sciences
Nicholas Franco.....Social and Behavioral Sciences
Dr. Monica Gutierrez.....Math and Sciences
Quinton Bemiller..... Arts, Humanities & World Languages
Cherise Ortiz ASNC

Members Absent:

Dr. Diane Dieckmeyer.....Vice President of Academic Affairs
Dr. Dominique Hitchcock.....Arts, Humanities and World Languages
Dr. Carol Farrar.....Dean of Instruction
Dr. Kevin Fleming.....Dean of Instruction, Career & Technical Education

Guests:

Glen Graham..... Business, Engineering & Information Technologies
Kris Anderson..... Communications

Committee Support:

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

- A. Meeting called to order at 2:05pm
- B. Motion to approve October 25, 2016 agenda – Added in discussion items: #2: POR Modification. MSC: M. Sloniger/ R. Beck. Abstained: N. Franco *Committee approves.
- C. Motion to approve October 11, 2016 minutes – MSC: R. Beck/ M. Sloniger. Abstained: Q. Bemiller, N. Franco, M. Gutierrez. Committee approves.
- D. Norco Action Items: Norco College Approval Items for 10/25/16

1. **New Courses: NONE**

2. **New Stand Alone Courses: NONE**

Course Inclusions:

- A. ENG-47 Inlandia N **Motion to approve M. Sloniger/T. Freidrich Finner**
****Approved**** Kris Anderson spoke about this course and how it helps students fulfill their goals and how this course provides value to the students. RCCD is deleting it from their catalog. This course is not a pathway, but she wants to add it to the English ADT. This course connects with civil engagement and supporting the emerging interest in the communications department.

The course sections listed below were already approved and are in the college catalog. It should not have been added to the agenda.

- ~~B. MUS-6 Music Theory III N~~
- ~~C. MUS-41 Chamber Singers N~~
- ~~D. MUS-79 Applied Music II N~~
- ~~E. PHO-67 Business Practices for Photographers N~~

4. **Distance Education: NONE**
5. **Minor Course Modification: NONE**
6. **Major Course Modification:**

These course sections were removed from the agenda because the author will no longer be offering this course

- ~~A. CON-63A International Building Code N~~
- ~~B. CON-63B Analysis of Revisions to the International Building Code N~~

This course sections was removed from the agenda because the author needs to revise the COR

~~The following course is changing the prerequisite to reflect prior completion of or concurrent enrollment in CON-62:~~

- ~~C. CON-74 Construction Estimating N~~

7. **Course Exclusions: NONE**
8. **Course Deletions: NONE**
9. **New State Approved Certificates/Degrees: NONE**
10. **State/Locally Approved Certificates/Degrees Modifications:**
 - a. Logistics Management * Motion to approve R. Beck/Q. Bemiller
Approved The change is the “note” part and it won’t affect state approval. This will go into the 17/18 course catalog.
11. **State Certificate/Degree Deletions: NONE**

E: Discussion:

- a. **META Update** The issue right now is the login. The @rcc.edu isn’t applying to everyone. Those with @norcollege.edu need to use that login. So please try both to see which one works and if you still have any problems to please email Brian Johnson. The old CurricUNET is to have public access in META. The login is your @rcc.edu email address and the default password is: ChangeMe1. You can also click on “Forgot Password” and reset the password.
DE Proposal: Need to append “DE” on the end of the course number in META. You need to do this to finish the distance education proposal. It is becoming difficult in distinguishing what courses are Distance Education and which ones are not. The only work-around is to add the “DE” to the course number.

A, B, C, D lettering in the Codes/Dates section at the end of the COR in META mean nothing.

ART-6-DE proposal wasn't showing in META. The understanding is that you need to get to the old CurricUNET webpage and look under Distance Education completed proposals. It gives you a list of every single proposal that is put into CurricUNET and ART-6 is listed but not the distance education proposal. So it tells us that the DE proposal was not made before 2008. The list hasn't been updated since then and so we have no record to see anything after that. Courses that have DE approval prior to 2008 will not show in META. The distance education courses are currently the issue they have with the launching of META. We do not have a complete and accurate record.

Question: Will there be a public view of META? Answer is that we will eventually have it.

- b. Units Completed as a prerequisite:** Judy Perry has asked about this and she has a game development program, and her students are required to take a large number of courses before they take the capstone course. The problem is that the capstone courses at some other college, the prerequisite is 20 units completed in the discipline. She is asking if this is something we can do for our COR's?? She would like it to be a discussion item now. Brian is not sure how the complete process works and would need to do more research. Web Advisor is able to recognize a set amount of completed units, but not the specific classes. Nick said he can ask the matriculation person to see if they can link it. More discussion and research is needed.

F. Information items:

Moreno Valley College

Course Inclusions:

	Title	Location	Action	Comment
Moreno Valley College would like to expand their current administration of justice offerings:				
ADJ-6	Patrol Procedures	M		
ADJ-21	Control and Supervision in Corrections	M		
ADJ-22	Legal Aspects of Corrections	M		
Course is required for the Administrative Office Professional certificate (CE637)				
CAT 98A	Introduction to Excel	M		
This course is required in the Computer Applications degree/certificate:				
CIS-95A	Introduction to the Internet	M		
To add to the Graphics Design certificate course offerings				
PHO-67	Business Practices for Photographers	M		

Major Course Modifications:

	Title	Location	Action	Comment
To meet CI-D compliance				
ADJ-12	Introduction to Criminalistics	RM		

Course Deletions:

	Title	Location	Action	Comment
This course has not been offered for several semesters under the FIT program and EMS will develop a new course to meet future needs. This class will fit better under EMS.				
FIT-E3D	Emergency Medical Technician Continuing Education	M		

Riverside City College

New Courses:

	Title	Location	Action	Comment
ECO-9H	Honors Economics of Poverty and Discrimination	R		

New State Approved Certificates/Degrees:

	Title	Location	Action	Comment
	Information Security	R	Approved	

State/Locally Approved Certificate/Degree Modifications:

	Title	Location	Action	Comment
Locally approved certificates to Certificate of Achievement				
	C++ Programming	R	Approved	
	Java Programming	R	Approved	

G. Announcements: None

H. Other Business-Open Hearing: NONE

Next Meeting: November 08, 2016. * Room ST 107