

NORCO COLLEGE CURRICULUM COMMITTEE MINUTES

March 28, 2017 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.

Members Present:

Brian Johnson.....Math
Jeffrey Mulari.....Math
Dr. Diane Dieckmeyer.....Vice President of Academic Affairs
Mitzi Sloniger.....Communications
Nicole CappsCommunications
Dr. Teresa Friedrich Finnern.....Sciences and Kinesiology
Celia Brockenbrough.....Library
Ladylyn Dominguez.....Social and Behavioral Sciences
Dr. Dominique Hitchcock..... Arts, Humanities and World Languages
Quinton Bemiller..... Arts, Humanities & World Languages
Nicholas Franco.....Social and Behavioral Sciences
Dr. Monica Gutierrez.....Sciences and Kinesiology
Dr. Kevin Fleming.....Dean of Instruction, Career & Technical Education

Members Absent:

Dr. Jason Parks.....Interim Dean of Instruction
Rex Beck..... Business, Engineering & Information Technologies
Andy Robles..... Math
Sarah Trujillo ASNC

Guests: NONE

Committee Support:

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

A. Agenda and Minutes Approval:

Motion to approve March 28, 2017 agenda –MSC: M. Sloniger/ D. Hitchcock. Abstained: None. Take out section “C: New Stand Alone Courses”. Add Discussion item #2- ADT Policy Change. D. Hitchcock *Committee approves.

Motion to approve March 14, 2017 minutes: T. Friedrich Finnern/ M. Sloniger. One member abstained. ** Committee approves.

** Sarah Trujillo is the new ASNC student representative.

B. New Courses:

Rationale: Update for program review – renumbering of courses.

1. BIO 4 (formerly BIO-17) Human Biology **MNR - MSC: N. Capps /M. Gutierrez **VOTE POSTPONED****
2. BIO 16 (formerly BIO-30) Human Reproduction and Sexual Behavior MNR **MSC: T. Friedrich Finnern/Q. BeMiller **APPROVED****
3. BIO 18 (formerly BIO-34) Human Genetics MNR ** Need to change #3 language from “Discuss” to “Identify”. **MSC: N. Capps /M. Gutierrez **APPROVED****
4. BIO 19 (formerly BIO-36) Environmental Science NR **MSC: T. Friedrich Finnern /M. Gutierrez **APPROVED**
5. BIO 35 (formerly HES-1) Health Science MNR *Needs to be cross-listed to HES-1 **MSC: M. Sloniger/M. Gutierrez **APPROVED****

6. BIO 45 (formerly AMY-10) Survey of Human Anatomy and Physiology
MNR **MSC: M. Sloniger/Q. BeMiller **APPROVED****
7. BIO 50A (formerly AMY-2A) Anatomy and Physiology I MNR **MSC: Q. BeMiller/D. Hitchcock **APPROVED****
8. BIO 50B (formerly AMY-2B) Anatomy and Physiology II MNR **MSC: N. Capps /M. Gutierrez **APPROVED****
9. BIO 60 (formerly BIO-11) Introduction to Molecular and Cellular Biology MNR *
Advisory needs to be linked. Include ENG-50 or 80. **MSC: M. Gutierrez/N. Capps **APPROVED****
10. BIO 61 (formerly BIO-12) Organismal and Population Biology MNR ** Add
prereq BIO-11 **MSC: T. Friedrich Finnern /M. Gutierrez **APPROVED****
11. BIO 55 (formerly MIC-1) MNR **- MSC: T. Friedrich Finnern/M. Gutierrez **VOTE POSTPONED****

C. New Stand Alone Courses: REMOVE

~~Rationale: This course will prepare students for entry into College Algebra, Survey of Math, Business Calculus or Statistics.~~

- ~~1. MAT-35SL—35SL Intermediate Algebra for Liberal Arts—N~~
- ~~2. MAT-52SL—52SL Support Course for Intermediate Algebra—N~~

D. Course Inclusions: None.

E. Distance Education: None.

F. Major Course Modifications:

Rationale: Update for program review. Reduced the amount of assessments.

1. BIO 1 General Biology MNR **MSC: M. Sloniger/Q. BeMiller ** APPROVED****
2. BIO 10 Life Science Principles NR **MSC: M. Sloniger/Q. BeMiller ** APPROVED****
3. BIO 1H Honors General Biology MNR **- T. Friedrich Finnern/M. Gutierrez **VOTE POSTPONED****
4. BIO 3 Field Botany NR * The Lecture and Lab portions are not separate. **MSC: M. Sloniger/Q. BeMiller ** APPROVED****
5. BIO 5 General Botany NR **MSC: M. Sloniger/Q. BeMiller ** APPROVED****
6. BIO 7 Marine Biology NR **MSC: M. Sloniger/Q. BeMiller ** APPROVED****
7. BIO 8 Principles of Ecology NR * Needs to be reworded. Method of evaluations issues. **- MSC: N. Capps/M. Gutierrez **VOTE POSTPONED****
Rationale: Textbook update, name change, update SLOs.
8. BUS 30 Entrepreneurship: Foundations and Fundamentals MNR **MSC: M. Sloniger/ T. Friedrich Finnern. ** APPROVED****
Rationale: Change prerequisites
9. GAM 73 Storyboarding for Games N **MSC: Q. BeMiller/L. Dominquez **APPROVED****
Rationale: Update course materials.
10. MAG 56 HRM: Human Resources Management MNR * Need to revise the SLO's. Need to rework Methods of Evaluations. Course Content is too generic. **MSC: N. Capps/M. Gutierrez **VOTE POSTPONED****

- G. New State Approved Certificates/Degrees: None
- H. State/Locally Approved Certificate/Degree Inclusions: None
- I. State Certificate/Degree Deletions: None.

J. Information Items:

i. New Courses:

1. ADJ K1B Code Enforcement Officer Intermediate M
2. ADJ K1C Code Enforcement Officer Advanced Code M
3. BIO 2 Zoology R
4. BIO 31A Regional Field Studies R
5. BIO 31B Regional Field Studies R
6. BIO 31C Regional Field Studies – Neotropics R
7. BIO 31D Regional Field Studies – Eurasia R
8. BIO 31E Regional Field Studies – South America R
9. BIO 60H Honors Introduction to Molecular and Cellular Biology M

ii. New Stand Alone Courses: None.

iii. Course Inclusions: None.

iv. Distance Education: None.

v. Minor Course Modifications:

1. ADJ 5 Community Relations MNR
2. BUS 43 International Business – Marketing R
3. BUS 46 International Business – Introduction to Importing/Exporting R
4. BUS 48 International Management R
5. PAL 71 Legal Terminology R

vi. Major Course Modifications:

1. ADJ B3A Basic Community Service Officer Academy M
2. ADJ D1B Dispatcher Update, Public Safety M
3. ADJ D1C Communications Training Officer Course M
4. ADJ D3A Dispatch Upd- Handling the Rising Tide of Suicide M
5. ADJ D5A Dispatcher Public Safety Advanced M
6. ADJ T1A Traffic Collision Investigation: Basic M
7. ADJ T1B Intermediate Traffic Collision Investigation M
8. ADJ W10A PC 832 Firearms M
9. BIO 14 Soil Science and Management R
10. BIO 15 Soil Science and Management Laboratory R
11. BIO 20 Plants and Human Affairs R
12. BIO 40 Biometrics R
13. BIO 6 Introduction to Zoology R
14. BIO 85 Special Topics in Biology R
15. BIO 9 Introduction to the Natural History of Southern California R
16. FTV 38A Beginning Film, Television and Video Production Project R
17. MAG 52 HRM: Employee Training and Development R
18. PHO 10 Advanced Photography R
19. PHO 12 Photojournalism R
20. PHO 17 Introduction to Color Photography R
21. PHO 9 Intermediate Photography R

vii. Course Exclusions: None.

viii. Course Deletions:

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|-------------|--|---|
| 1. ADJ P1A | Probation Officer Core Course | M |
| 2. ADJ P2A | Juvenile Counselor Core Training | M |
| 3. ADJ T10A | Radar Enforcement Training-CHP | M |
| 4. ADJ T13A | Communication Operator Training Phase I | M |
| 5. ADJ T13B | Initial Communication Operator Training—Phase II | M |
| 6. ADJ T16A | Communication Operators In-Service | M |
| 7. ADJ Y1A | Explorer Academy-Basic | M |
| 8. CIS 18D | Data Structures and Algorithms | R |
| 9. CIS 73A | Intro Multimedia Author | R |

ix. New State Approved Certificates/Degrees: None.

x. State/Locally Approved Certificate/Degree Modifications: None.

xi. State Certificate/Degree Deletions: None.

K. Discussion items:

1. Attachments in META: Some of these course that are going through TECH review, needs to have the department/discipline minutes attached. They will stop looking at courses that do not have the department/discipline minutes. There is a button on META where you can add attachments when you make any course modifications. Please add department discipline minutes as attachments in META before you send those course modifications to Tech review.
2. ADT Policy Change: The Chancellor's Office in collaboration with ASCCC have developed a new policy to implement the approval of ADTs, which aligns with Resolution number 15.02 F16 "Approval of Associate Degrees", adopted at the 2016 ASCCC Fall Plenary Session. This policy change allows the inclusion of courses that have been submitted to and are under C-ID review to be included in an ADT submission to the Chancellor's Office.

Thus, the new policy is as follows: ADTs in which courses pending C-ID approval over 45 days may be included in the degree if the program application demonstrates evidence that those courses has been submitted to and are under review in the C-ID System (e.g., submitted, resubmitted, in progress, conditional and/or approved). For evidence, please submit a screenshot from the C-ID website that includes the date of submission, course name, and college. This new ADT policy will take effect on March 1, 2017. ADT proposals in the queue before March 1 that do not have final C-ID approval will be returned and colleges must resubmit with either C-ID course approval or provide evidence that demonstrates that responses to C-ID submissions are taking more than 45 days. This does not negate the requirement of C-ID approval and colleges should continue to pursue their efforts to obtain C-ID approval.

Currently, the Chancellor's Office requires colleges to check "yes" in the current curriculum inventory system at the radio button indicating that the "College has submitted all courses with C-ID descriptors to C-ID for review, which certifies the college is not submitting ADTs without C-ID final approval of required courses of the ADT." With this new policy, the colleges that have pending C-ID approval for courses over 45 days may click "yes. "

As the Chancellor's Office continues its work on streamlining curriculum and builds a new curriculum inventory system called Chancellor's Office Curriculum Inventory (COCI), the checked box field will not be necessary.

Next Meeting: April 25, 2017

Statement of Purpose

The curriculum committee, a sub-committee of the academic senate, has two primary purposes: to review and approve new curriculum including new courses, course modifications, new programs and program modifications, and to review and approve the curriculum approval process. The college curriculum committee is the sole approving body for Norco College only curriculum. For district shared curriculum it has one vote in the district curriculum committee. The curriculum committee is also responsible for keeping abreast with state mandated curriculum changes and reporting those changes to faculty. Committee members report on curriculum at their department meetings and solicit suggestions and recommendations when needed.