

NORCO COLLEGE

CURRICULUM COMMITTEE MINUTES

October 10th, 2017 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.

Members Present:

Brian Johnson.....Math
Nicole C. Brown.....Office of the Dean of Instruction
Glen Graham Business, Engineering & Information Technologies
Dr. Samuel Lee..... Interim Vice President of Academic Affairs
Dr. Kevin Fleming..... Dean of Instruction, Career & Technical Education
Dr. Jason Parks.....Interim Dean of Instruction
Jeffrey Mulari.....Math
Jeff WarsinskiMath
Mitzi Sloniger.....Communications
Dr. Teresa Friedrich FinnernSciences and Kinesiology
Starlene Justice..... Sciences and Kinesiology
Nicole CappsCommunications
Celia Brockenbrough.....Library
Dr. Dominique Hitchcock..... Arts, Humanities and World Languages
Quinton Bemiller..... Arts, Humanities & World Languages
Nicholas Franco.....Social and Behavioral Sciences/ Articulation Officer
Amar Elali..... ASNC

Members Absent:

Marissa Iliscupidez Social and Behavioral Sciences
Rex Beck..... Business, Engineering & Information Technologies

Guests: NONE

A. Agenda and Minutes Approval:

Motion to approve Sept 12, 2017 minutes –MSC: N. Capps/ T. Friedrich Finnern.

Motion to approve Sept 26, 2017 minutes –MSC: N. Capps/ T. Friedrich Finnern.

Motion to approve October 10-2017 agenda –MSC: N. Capps/ J. Mulari.

*Committee approves.

B. New Courses: None.

C. New Stand Alone Courses: None.

D. Course Inclusions: ART 40B and 41A will be taught concurrently.

1. ART 36B: Computer Art – Intermediate (N) MSC: N. Capps/ N. Franco.APPROVED

2. ART 40B: Figure Drawing – Intermediate (N) MSC: N. Capps/ N. Franco.APPROVED

3. ART 41A: Figure Painting- Introduction (N) MSC: N. Capps/ N. Franco.APPROVED

E. Course Deletions:

1. ELE 21 DC-AC Electronics (N) ELE-21 has been restructured in course ELE-11 and ELE-13. MSC: J. Mulari / M. Sloniger. Approved

2. ELE 24 Active Circuit Analysis (N) Course is obsolete. Haven't been taught in over 10 years. MSC: J. Mulari/M. Sloniger. Approved.

F. Distance Education: None

G. Major Course Modifications:

1. BUS 10 Introduction to Business (MNR) MSC: J. Mulari/ N. Capps. 2 abstained. **DENIED**. Course content needs to be changed. Incorrect.
2. ~~BUS 20 Business Mathematics (MNR)~~ Not listed in META. **Postponed**.
3. BUS 22 Management Communications (MNR) MSC: N. Capps/ M. Sloniger. 1 abstained. **DENIED**. CAT 30 no entrance skill link.
4. MKT 40 Advertising (MNR) MSC: N. Capps/ T. Friedrich Finnern. 3 abstained. No parenthetical statements. **DENIED**. Clean up SLO's. Brian Johnson will send instructional PowerPoint to author to help them.
5. RLE 81 Real Estate Practices (MNR) MSC: M. Sloniger / N. Capps. **DENIED**. Course content and SLO language needs to be redone.
6. RLE 82 Legal Aspects of Real Estate (MNR) MSC:Q. Bemiller/M. Sloniger. **DENIED**. SLO #4 and course content needs revisions.
7. RLE 83 Real Estate Finance (MNR) MSC: T. Friedrich Finnern/D. Hitchcock. **DENIED**. SLO's and course content needs revisions.
8. RLE 85 Real Estate Economics (MNR) MSC: Q. Bemiller/ T. Friedrich Finnern. **DENIED**. SLO's and course content needs revisions.
9. ~~RLE 86 Escrow Procedures I (MNR)~~ **REMOVE**.

H. New State Approved Certificates/Degrees:

1. Child and Adolescent Development (N) MSC: Q. Bemiller/ D. Hitchcock. APPROVED. 1 abstained. New Degree. Will be sent to the senate for approval.

I. State/Locally Approved Certificate/Degree Modifications:

1. Psychology (N) MSC: Q. Bemiller/ N. Capps. APPROVED. 1 abstained. The only change is that they add SOC-48/PSY-48.
2. Conventional Machine Operator (N) MSC: G. Graham/ N. Capps. APPROVED Heather Edberg cannot sent the programs to the state until all the courses are approved. This has gone through department approval.
3. Computer Numerical Control (CNC) operator (N) Man 38 was replaced with MAN-36. (N) MSC: G. Graham/ Q. Bemiller. (1 abstained. APPROVED.

J. State Certificate/Degree Deletions: NONE

K. New Disciplines:

1. Supply Chain Automation (SCA) Name change MSC: Q. Bemiller/ M. Sloniger. Approved. Name changed to be more clear and cross-listed the courses.
2. Laser and Optical Technology MSC: M. Sloniger / T. Friedrich Finnern. Approved. To support Dr. Reece's photonics' initiative. A NSF grant has been applied for in support of optics training. Physics and Electronics will be teaching.

L. Information Items:

1. New Courses:

Type	Col	Sub	Title	Hold
NEW	R	AUT	95 Introduction to Hybrid and Electric Vehicle Technology	Yes
NEW	R	COM	1R Public Speaking	Yes
NEW	R	COM	89 Intramural	Yes
NEW	R	COM	9R Interpersonal Communication	Yes

2. New Stand Alone Courses: None.

3. Course Inclusions:

4. Distance Education: None.

5. Minor Course Modifications:

Type	Col	Sub	Title	Hold
MIN	MNR	ACC	65 Computerized Accounting	No
MIN	MNR	BUS	18A Business Law I	No
MIN	MNR	BUS	24 Business Communication	No
MIN	MR	BUS	53 Introduction to Personal Finance	No
MIN	R	CUL	20 Fundamentals of Baking I	yes
MIN	R	CUL	21 Fundamentals of Baking II	yes
MIN	MNR	MAG	44 Principles of Management	No
MIN	MNR	MAG	47 Applied Business and Management Ethics	No

6. Major Course Modifications:

Type	Col	Sub	Title	Hold
MAJ	R	AUT	53A Automotive Chassis and Alignment	yes
MAJ	MNR	BUS	10 Introduction to Business	yes
MAJ	MNR	BUS	20 Business Mathematics	No
MAJ	MNR	BUS	22 Management Communications	yes
MAJ	R	BUS	40 International Business - Principles	No
MAJ	R	BUS	43 International Business - Marketing	No
MAJ	R	BUS	46 International Business-Introduction to Importing/Exporting	No
MAJ	R	BUS	48 International Management	No
MAJ	R	CIS	26A Cisco Networking Academy 1A	No
MAJ	R	CIS	26B Cisco Networking Academy 1B	No
MAJ	R	CIS	26C Cisco Networking Academy 1C	No
MAJ	MR	CIS	4 Practical Computer Security	No
MAJ	R	CUL	22 Cake Decorating I	yes
MAJ	R	CUL	23 Advanced Cake Decorating	yes
MAJ	N	ELE	77 Electrical Theory for Electricians	yes
MAJ	R	MAG	72 Quantitative Methods for Business	yes
MAJ	MNR	MKT	20 Principles of Marketing	yes
MAJ	MNR	MKT	40 Advertising	No

MAJ	MNR	RLE	81 Real Estate Practices	No
MAJ	MNR	RLE	82 Legal Aspects of Real Estate	No
MAJ	MNR	RLE	83 Real Estate Finance	No
MAJ	MNR	RLE	85 Real Estate Economics	No
MAJ	MNR	RLE	86 Escrow Procedures I	No

7. Course Exclusions: None.

8. Course Deletions:

9. New State/Locally Approved Certificates/Degrees:

Type	Col	Sub	Title	Hold
AD-T	R		Biology	No
CERT L	R		Accounting for Business	yes
CERT L	R		Real Estate	yes
CERT L	R		Real Estate Salesperson	yes
CERT L	R		Business Skills Boot Camp	yes

10. State/Locally Approved Certificate/Degree Modifications:

11. State Certificate/Degree Deletions: none

M. Discussion items:

- Objectives and SLOs: It is a Title 5 requirement to have objectives on CORs. It is an accreditation requirement to have SLOs. Brian Johnson discussed and presented a powerpoint at the prior meeting from the curriculum institute states course objectives are the concepts or skills faculty introduce to students in a course or program in order to prepare students to meet a student learning outcome. The faculty need more education in objectives and Brian will resend out that PowerPoint. Course proposals launched in META will now require objectives. This requirement to put in the course outlines will start in next Fall 2019. This applies for major and minor modifications.

Q. Is the objectives allowed to be the same as the SLO's?

A. NO. If the SLO's are too general, this will make it harder for assessment.

- META proposal deadline: The September 29th is a suggested deadline. Brian Johnson will draft a 'steps' outline for departments to use as a guide on how long it takes for the process to be launched in META for it to make it into the course catalog.
- Nick Franco asked for the GE/AOE forms to be sent out and Brian Johnson said he will work on that task.

Next Meeting: October 24, 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.

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R___ M___ N_X__

TOPs Code: 0956.00

Computer Numerical Control (CNC) operator

NCE799

PROGRAM PREREQUISITE:

None.

SHORT DESCRIPTION of PROGRAM

Computer control programmers and operators use computer numerically controlled (CNC) machines to produce a wide variety of products, from automobile engines to computer keyboards. The CNC Operator certificate teaches how parts are produced in industry using Computer Numerical Control Machines and Computer Aided Machine programming systems.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:

- Demonstrate sufficient proficiency to apply for and obtain entry-level employment in the field of computer numerical control technology
- Create parts specified by the National Institute of Metalworking Skills (NIMs)
- Create a portfolio which may include portable document files (PDF) printouts of CNC programs created during the program's courses.
- Solve formulas by using unknowns and apply this knowledge to solve problems encountered in technology areas and various fields of machining.
- Establish a systematic approach to recognize the essential information given on a blueprint.

Required Courses

		<u>Units</u>
ENE-42	SolidWorks I	3
ENE-51	Blueprint reading	2
MAN-38	General machine shop	3
MAN-36	General machine shop and theory of machining	4
MAN-55/ELE-55	Occupational safety and Health Administration (OSHA) Standards for General Industry	1
MAN-56	CNC Machine Set-up and Operations	4
MAN-57	CNC Program writing	3

Total Units:

17

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R___ M___ N X

TOPs Code: 0956.00

Conventional Machine Operator

NCE865

PROGRAM PREREQUISITE:

None.

SHORT DESCRIPTION of PROGRAM

This certificate is designed to prepare students with basic entry-level machine operator skills, safety knowledge, theory, and quality control skills in manufacturing processes. Students obtaining this certificate will qualify for the first level certification in National Industry Metal Skills (NIMS). This certificate prepares students for employment as Conventional Machinists, Machine Operators, and/or Machine Tool Cutting Setters.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:

- Demonstrate aptitude in safely setting up and operating the lathe, mill, drill press, saw and grinder.
- Demonstrate use of gages (gage blocks and pins), calculate angles for work setup, utilize the proper precision measuring tools when machining.
- Create parts specified by the National Institute of Metalworking Skills (NIMS) using conventional machining.
- Establish a systematic approach to recognize the essential information given on a blueprint

Required Courses

		<u>Units</u>
ENE-42	SolidWorks I	3
ENE-51	Blueprint reading	2
MAN-38	General machine shop	3
MAN-39	Machine Shop Theory	2
MAN-36	General machine shop and theory of machining	4
MAN-55/ELE-55	Occupational safety and Health Administration (OSHA) Standards for General Industry	1

Total Units:

10

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R___ M___ N___X___

TOPs Code: 1305.10

Associate in Arts in Child and Adolescent Development for Transfer degree

PROGRAM PREREQUISITE:

None.

SHORT DESCRIPTION of PROGRAM

The Associate Degree for Transfer in Child and Adolescent Development is a 60-unit degree program that provides lower-division preparation for students planning to transfer to a CSU for a Bachelor's degree in Child and Adolescent Development, Child Development, Child, Adolescent & Family Studies, Human Development or other related majors. The intention of this degree is to prepare students to transfer and complete degrees and professional programs in the fields of K-12 teaching, clinical social work, clinical psychology, school psychology, school counseling, college teaching, public policy, and/or developmental research. In this major, students will explore theories and concepts about bio-physical, socio-emotional, and cognitive developmental milestones from conception through adolescence; individual and cultural differences; and common variations in development. In this broad, interdisciplinary curriculum, students will develop critical thinking, writing, and oral presentation skills in preparation to be professionals working with children and families.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:

- Compare and contrast typical and atypical development of children and adolescents in the biophysical, cognitive, and psychosocial domains.
- Relate developmental theory to the observation and assessment of children and teaching practices.
- Identify the correct ECE observation method for gathering authentic assessments on children.
- Understand and apply Developmentally Appropriate Practice in the creation of curriculum and the use of specific teaching strategies to enhance learning.
- Evaluate the role that context (i.e., family, peers, schools, communities, cultures, diversity) and individual experience plays in development.
- Describe the scientific approach to research in the social and behavioral sciences.
- Describe and defend current guidelines for the ethical treatment of children and adolescents.
- Apply basic research methods, including research design, qualitative and quantitative analysis, and the interpretation of data.
- Demonstrate effective written communication skills using APA format.

Required Courses (18-20 units)

	<u>Units</u>
EAR-20*	Child Growth and Development 3
PSY-1*/1H*	General Psychology/Honors 3
MAT-12*/12H*	Statistics/Honors 4
OR	
PSY-48*/SOC-48*	Statistics for the Behavioral Sciences 3
List A	Select from the list below 3
List B	Select from the list below 6-7

LIST A Select one course from the following (3 units)

	<u>Units</u>
ANT-2*/2H*	Cultural Anthropology/Honors 3
EAR-42*	Child, Family, and Community 3
SOC-1*/1H*	Introduction to Sociology/Honors 3
SOC-10*	Race and Ethnic Relations 3
SOC-12*	Marriage and Family Relations 3

<u>LIST B Select two courses course from the following (6-7 units)</u>		<u>Units</u>
BIO-1*/1H*	General Biology/Honors	4
OR		
BIO-10*	Life Science Principles	3
EAR-24	Introduction to Curriculum	3
EAR-28	Principles and Practices of Teaching Young Children	3
PSY-9*	Developmental Psychology	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in Child and Adolescent Development for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better.

Total Units: **18-20**

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R_X__ M_X__ N_X__

TOPs Code: 2001.00

Associate in Arts in Psychology for Transfer degree

PROGRAM PREREQUISITE:

None.

SHORT DESCRIPTION of PROGRAM

The Associate in Arts in Psychology for Transfer degree is designed to prepare students who wish to transfer for the purposes of pursuing studies in psychology. Specifically, this degree allows students to complete various lower division courses in preparation for obtaining a baccalaureate degree in psychology at a California State University.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:

- Apply the basic tenets of psychology to the study of more in depth topics in upper division courses
- Distinguish between the main theoretical perspectives in psychology
- Analyze the primary subfields of psychology and gauge their contributions to the understanding of behavior, cognition, and emotion

Required Courses (19-20 units)

	<u>Units</u>
PSY-1*/1H*	3
PSY-2*	3
PSY-9*	3
PSY-50*	4
PSY-48*/SOC-48*	3
OR	
MAT-12*/12H*	4
List A	3

LIST A (3 units)

	<u>Units</u>
PSY-8*	3
PSY-33*	3
PSY-35*	3

*Courses may also be used to fulfill general education requirements for the CSU GE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in Psychology for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better.

Total Units:

19-20