NORCO COLLEGE
CURRICULUM COMMITTEE MINUTES

September 25, 2018 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.
Members Present:

Brian Johnson……..Math
Nicole C. Brown……..Office of Academic Affairs
Dr. Samuel Lee…….. Vice President of Academic Affairs
Mitzi Sloniger……..……Communications
Dr. Teresa Friedrich Finnern ……...Sciences and Kinesiology
Starlene Justice…….. Sciences and Kinesiology
Rex Beck…….. Business, Engineering & Information Technologies
Jeffrey Mulari……Math
Andy Robles ……Math
Michael Bobo …… Arts, Humanities and World Languages
Quinton Bemiller…… Arts, Humanities & World Languages
Nicole Capps …….. Communications
Vivian Harris…….……Library
Nicholas Franco…….. Social and Behavioral Sciences/ Articulation Officer
Lisa Martin …….. Social and Behavioral Sciences/Counseling
Francisco Fernandez, Jr...……..ASNC

Members Absent:
Glen Graham …….. Business, Engineering & Information Technologies
Dr. Kevin Fleming…… Dean of Instruction, Career & Technical Education
Dr. Marshal Fulbright…… Dean of Instruction
Dr. Jason Parks……Dean of Instruction

Guests:
Janelle Brekke – Evaluations
Jeanne Darnell Wallace – A&R Evaluations
Pam Kollar - Evaluations

A. Agenda Approval: MSC: MSC: A. Robles/ V. Harris. Made adjustments to the agenda. Approved.

B. Minutes Approval MSC: R. Beck/N. Capps. Approved. 2 abstained.

C. New Discipline: None
D. New Courses:
1. SCA 1 Introduction to Automated Warehousing (N) This course is based on and helps student prepare for certification through the Manufacturing Skills Standards Council (MSSC). **MSC: S. Justice/ Q. Bemiller. Approved**.

E. New Stand Alone Courses: None
F. Course Inclusions: None
G. Course exclusions:
1. HUM 20C Arts & Ideas: Special Studies (N) This course has not been taught for the past five years. **MSC: Q. Bemiller/V. Harris. Approved**

H. Course deletions: None
I. Distance Education: None

J. Major Course Modifications:

1. SCT 1 Introduction to Automated Warehousing (N) Cross-listed with SCA-1 **MSC: S. Justice/ Q. Bemiller. Approved**
2. ADJ 13 Criminal Investigation - MNR Need to update the wording and phrasing in the course description and short description, as well as updating the textbook and reviewing the COR. **MSC. M. Sloniger/ S. Justice. TABLED**. Need to fix course description for consistency and assignments need to be more specific to the course.
3. ADJ 14 Advanced Criminal Investigation - NR Correct error, update spelling errors. Also, discipline meeting (04/13/18) addressing disparities in unit offerings/hours and current lab/lecture ratio hours. **MSC: V. Harris/ M. Sloniger. Approved.**
4. ADJ 9 Law In American Society - NR Add assignments. **MSC: A. Robles/ M. Sloniger. Approved**. Suggest lessen/reduce some of the GE Links.
5. ART 6 Art Appreciation - MNR Addition of assignments and update for program review. Objectives, entry skills, SLOs, content, materials. **MSC: T. Friedrich Finnern/ S. Justice Approved.***
6. ART 6H Honors Art Appreciation – MNR Addition of assignments and update for program review. Objectives, entry skills, SLOs, content, materials. **MSC: R. Beck/ T. Friedrich Finnern. TABLED**
7. MAN 35 Computer-Aided Manufacturing-Mastercam - N Add entry skill link. Update text. **MSC: R. Beck/V. Harris. Approved**
8. MAT 1B Calculus II - MNR Due for revision. **MSC: A. Robles/T. Friedrich Finnern Approved.***
9. MUS 3 Fundamentals of Music - MNR Update description, short description. Add TOPS code. Add objectives. Update SLOs. Clarify content. Update textbooks. **MSC: S. Justice/ Q. Bemiller Approved**
10. MUS 4 Music Theory I - MNR Update course description and short description. Add TOPS code. Add objectives. Add TBA lab content. Change SLO #6. Update textbooks**. MSC: T. Friedrich Finnern/ M. Sloniger Approved**.*
11. MUS 5 Music Theory II - MNR Update course description and short description. Add TOPS code. Add objectives. Add TBA lab content. Update textbooks. . **MSC: T. Friedrich Finnern/ V. Harris Approved**
12. MUS 6 Music Theory III - MNR Update course description and short description. Add objectives. Add TBA lab content. Update textbooks. **MSC: A. Robles/ V. Harris Approved.**

13. WKX 200 Work Experience - MNR To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008. **MSC: A. Robles/ S. Justice. Approved**.

Numbers 14-33 moved to approve ALL WKX disciplines listed and any others accidently omitted in this list will be listed in the decisions section at the end of the minutes. **MSC: V. Harris/ R. Beck. APPROVED.**

14. WKX ACC 200 - Accounting Work Experience
15. WKX ADJ 200 - Administration of Justice Work Experience
16. WKX ARE 200 - Architecture Work Experience
17. WKX ART 200 - Art Work Experience
18. WKX BUS 200 - Business Administration Work Experience
19. WKX CAT 200 - Computer Applications and Office Technology Work Experience
20. WKX CIS 200 - Computer Information Services Work Experience
21. WKX CON 200 - Construction Technology Work Experience
22. WKX EAR 200 - Early Childhood Work Experience
23. WKX ELE 200 - Electronics Work Experience
24. WKX ENE 200 - Engineering Work Experience

25. WKX JOU 200- Journalism Work Experience
26. WKX KIN 200- Kinesiology Work Experience
27. WKX MAG 200- Management Work Experience
28. WKX MAN 200- Manufacturing Technology Work Experience
29. WKX MKT 200- Marketing Work Experience
30. WKX MUS 200- Music Work Experience
31. WKX RLE 200- Real Estate Work Experience
32. WKX THE 200- Theatre Arts Work Experience
33. WKX WEL 200- Welding Work Experience

K. New State Approved Certificates/Degrees: None.
L. State/Locally Approved Certificate/Degree Modifications: None
M. State Certificate/Degree Deletions: None.
N. AOE/GE Inclusions: None.

O. Information Items:

1. New Courses: None
2. New Stand Alone Courses: None.
3. Course Inclusions:
   i. CIS INCL 21A MOV Inclusion CIS-21A To build Cybersecurity Healthcare program and support CTE growth at MVC.
   ii. CIS INCL 25 MOV Inclusion CIS-25 To build Cybersecurity Healthcare program and support CTE growth at MVC.
   iii. CIS INCL 26F MOV Inclusion CIS-26F To build Cybersecurity Healthcare program and support CTE growth at MVC
   iv. CIS INCL 27 MOV Inclusion CIS-27 To support IT Technician Pathway and Cybersecurity Healthcare program development at MVC.
   v. CIS INCL 27A MOV Inclusion CIS-27A For Cybersecurity Healthcare program and to advance CTE growth at MVC.
4. Course Exclusions: None
5. Course Deletions: None
6. Distance Education: None
7. Minor Course Modifications: None
8. Major Course Modifications:
   i. EDU 51 Introduction to Leadership (R) Changing the unit requirement and updating content to better reflect current leadership theories that meet the needs of students. After careful review of the course outline of record, faculty have agreed that the unit count should be changed to three units, which provide more efficient delivery of the student learning outcomes. This course is also being incorporated into the Business Administration.
   ii. FIT 1 Fire Protection Organization – (M) The content of the this course can effectively be delivered through a hybrid format and potentially expand access to the course for our students.
   iii. ADJ 12 Introduction to Criminalistics (MR) To meet CI-D compliance. The course description needed updating to reflect current forensic science preferences and standards, as well as a discipline meeting discussing changing laboratory hours to 12 hours for consistency, relevance, and student experience.

9. New State/Locally Approved Certificates/Degrees: None

10. State/Locally Approved Certificate/Degree Modifications:
    i. MUS AAT Music for Transfer - (R) Update course offerings: Add MUS-29 Concert Choir and MUS-P76 Advanced Piano Ensemble. Delete MUS-85 Summer Chamber Ensembles and MUS-86 Summer Instrumental Ensembles.
11. State Certificate/Degree Deletions: None

12. New disciplines: None.

P. Discussion items:

1. Curriculum timeline/deadline: Nicole provided copies to the committee of the memo that was released the morning of 9/25/18 and Brian spoke about the time line in detail. Anything that doesn't make the deadline for the catalog will go into the addendum. The addendum includes new courses, new programs, course inclusions, and elective editions to existing programs and modifications to non-program applicable courses, stand-alone courses. You cannot include in the addendum if you have a program or course that is in the catalog and you are making a modification to it, then there is conflict as the student has catalog rights. It will not be included in the addendum and will wait until the next course catalog cycle. All proposals board approved from January through June 2018 will be placed into the addendum as long as they make the required and are also state approved. CSU/IGETC decisions will be delayed. Discussion about providing a notation to the old document that will in the catalog and to place the updated document as a link on the website where the electronic version of the catalog is housed.

Next Meeting: October 9, 2018

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.

DECISIONS			
Course	**COURSE TITLE**	**Action?**	**NORCO Curriculum Committee (DATE)**
ART-1	History of Western Art: Prehistoric, Ancient, and Medieval	Modification	9/11/2018
REA-81	Real Estate Practices	Exclusions	9/11/2018
REA-82	Legal Aspects of Real Estate	Exclusions	9/11/2018
GEG-1L	Physical Geography Laboratory	Modification	9/11/2018
MAT-10	Precalculus	Modification	9/11/2018

MAT-1A	Calculus I	Modification	9/11/2018
MAT-35	Intermediate Algebra	Modification	9/11/2018
MUS-52	Music Theory II	Modification	9/11/2018
MUS-67	Community Chamber Ensemble	Modification	9/11/2018
MUS-85	Summer Chamber Ensembles	Inclusion	9/11/2018
ART-6	Art Appreication	TABLED	9/11/2018
ART-6H	Honors Art Appreication	TABLED	9/11/2018
CAT-90	Microsoft Outlook	TABLED	9/11/2018
CAT-51	Intermediate Keyboard/Document Formatting	TABLED	9/11/2018
MAN-35	Computer-Aided Manufacturing–Mastercam	TABLED	9/11/2018
MAT-1B	Calculus II	TABLED	9/11/2018
SCA-1	Introduction to Automated Warehousing	New course	9/25/2018
SCT-1	Introduction to Automated Warehousing	Modification	9/25/2018
HUM-20C	Arts & Ideas: Special Studies	Exclusions	9/25/2018
ADJ-13	Criminal Investigation	TABLED	9/25/2018
ADJ-14	Advanced Criminal Investigation	Modification	9/25/2018
ADJ-9	Law In American Society	Modification	9/25/2018
ART-6	Art Appreciation	Modification	9/25/2018
ART-6H	Honors Art Appreciation	Modification	9/25/2018
MAN-35	Computer-Aided Manufacturing-Mastercam	Modification	9/25/2018
MAT-1B	Calculus II	Modification	9/25/2018
MUS-3	Fundamentals of Music	Modification	9/25/2018
MUS-4	Music Theory I	Modification	9/25/2018
MUS-5	Music Theory II	Modification	9/25/2018
MUS-67	Music Theory III	Modification	9/25/2018
WKX 200	General Work Experience	Modification	9/25/2018
WKX ACC 200	Accounting Work Experience	Modification	9/25/2018
WKX ADJ 200	Administration of Justice Work experience	Modification	9/25/2018
WKX ARE 200	Architecture Work Experience	Modification	9/25/2018
WKX ART 200	Art Work Experience	Modification	9/25/2018
WKX BUS 200	Business Administration Work Experience	Modification	9/25/2018
WKX CAT 200	Computer Applications and Office Technology Work Experience	Modification	9/25/2018
WKX CIS 200	Computer Information Services Work Experience	Modification	9/25/2018
WKX CON 200	Construction Technology Work Experience	Modification	9/25/2018
WKX EAR 200	Early Childhood Work Experience	Modification	9/25/2018
WKX ELE 200	Electronics Work Experience	Modification	9/25/2018
WKX ENE 200	Engineering Work Experience	Modification	9/25/2018
WKX JOU 200	Journalism Work Experience	Modification	9/25/2018
WKX KIN 200	Kinesiology Work Experience	Modification	9/25/2018
WKX MAG 200	Management Work Experience	Modification	9/25/2018
WKX MAN 200	Manufacturing Technology Work Experience	Modification	9/25/2018
WKX MKT 200	Marketing Work Experience	Modification	9/25/2018
WKX MUS 200	Music Work Experience	Modification	9/25/2018
WKX RLE 200	Real Estate Work Experience	Modification	9/25/2018
WKX THE 200	Theatre Arts Work Experience	Modification	9/25/2018
WKX WEL 200	Welding Work Experience	Modification	9/25/2018

WKX ANT 200	Anthropology	Modification	9/25/2018
WKX BIO 200	Biology	Modification	9/25/2018
WKX CHE 200	Chemistry	Modification	9/25/2018
WKX COM 200	Communication Studies	Modification	9/25/2018
WKX CSC 200	Computer Science	Modification	9/25/2018
WKX DAN 200	Dance	Modification	9/25/2018
WKX DFT 200	Drafting	Modification	9/25/2018
WKX ECO 200	Economics	Modification	9/25/2018
WKX ELC 200	Electricity	Modification	9/25/2018
WKX XXX 200	Engineering Technology	Modification	9/25/2018
WKX ENG 200	English	Modification	9/25/2018
WKX XXX 200	Entrepreneurship	Modification	9/25/2018
WKX ESL 200	English as a Second Language	Modification	9/25/2018
WKX FRE 200	French	Modification	9/25/2018
WKX GAM 200	Multimedia-Simulation & Game Development	Modification	9/25/2018
WKX GEG 200	Geography	Modification	9/25/2018
WKX GIS 200	Geographic Information Systems	Modification	9/25/2018
WKX GUI 200	Guidance	Modification	9/25/2018
WKX HES 200	Health Science	Modification	9/25/2018
WKX HIS 200	History	Modification	9/25/2018
WKX HUM 200	Humanities	Modification	9/25/2018
WKX ILA 200	Interdisciplinary Studies	Modification	9/25/2018
WKX LIB 200	Library	Modification	9/25/2018
WKX MAT 200	Math	Modification	9/25/2018
WKX MIS 200	Music Industries Studies	Modification	9/25/2018
WKX PHI 200	Philosophy	Modification	9/25/2018
WKX PHO 200	Photography	Modification	9/25/2018
WKX PHS 200	Physical Science	Modification	9/25/2018
WKX PHY 200	Physics	Modification	9/25/2018
WKX POL 200	Political Science	Modification	9/25/2018
WKX PSY 200	Psychology	Modification	9/25/2018
WKX REA 200	Reading	Modification	9/25/2018
WKX SCT 200	Supply Chain Technology	Modification	9/25/2018
WKX SOC 200	Sociology	Modification	9/25/2018
WKX SPA 200	Spanish	Modification	9/25/2018
WKX WL-LAB 200	Writing Lab	Modification	9/25/2018