

# NORCO COLLEGE

## CURRICULUM COMMITTEE MINUTES

November 12, 2024 - 2:00 pm

ZOOM for non-voting members and OC\*116 for voting members

Brian Johnson chaired the meeting.

### Members Present:

Brian Johnson..... Math, Engineering, Comp. Sci & Game Development – Curriculum Chair  
Dr. Quinton Bemiller..... Interim Vice President of Academic Affairs  
Nicole C. Brown.....Office of Academic Affairs  
Dr. Teresa Friedrich Finnern .... Natural Sciences, Health and Kinesiology  
Jeff Mulari ..... Math, Engin.Comp. Sci.& Game Dvlpmnt - Alternate  
Elisa Chung ..... Math, Engin.,Comp. Sci & Game Development  
Vivian Harris..... Library  
John Alpay..... Business and Management  
Dr. Melissa Wilson ..... Social and Behavioral Sciences  
Paul VanHulle ..... Applied Technologies and Apprenticeships  
Nicholas Franco..... Articulation Officer  
Dr. Patrica Avila ..... Guidance Department  
Dr. Jessica Dobson ..... Communications, Humanities and Languages  
Nikki Capps ..... Communications, Humanities and Languages – Alternate

### Members Absent:

Dr. Courtney Doussett ..... Dean of Instruction  
Dr. Sarah Burnett ..... Human & Public Services  
Debra Karrer..... Dean of Instruction Office – IDS  
Vacant ..... ASNC

### Guest:

Dr. Haley Ashby – Communications, Humanities and Languages  
Charise Allingham – Institutional Effectiveness Support Coordinator  
Ashley Etchison - Dean of Career Education, School of Applied Technologies & Apprenticeships

- A. Minutes October 22, 2024. MSC: M/ V. Harris, S/ T. Friedrich Finnern \* 10-Yeas, 0 Nays, 1 abstain. Dr. Patrica Avila and Elisa Chung voted via ZOOM from location 2001 Third Street, Norco, CA 92860.
- B. Agenda November 12, 2024 MSC: M/ V. Harris, S/ T. Friedrich Finnern \* 11-Yeas, 0 Nays, 0 abstain. Dr. Patrica Avila and Elisa Chung voted via ZOOM from location 2001 Third Street, Norco, CA 92860.

C. Discussion items:

1. Accreditation Discussion: Standard 2.3 Alignment presentation – Dr. Hayley Ashby. Dr. Ashby asked the committee members various questions for Standard 2.3 and notated their feedback. She also suggested emailing her if they wish to add more responses.

**Action Items:**

D. Course Major Modification:

Items 1-3 taken together: MSC: M/ J. Mulari, S/ V. Harris \* 11-Years, 0 Nays

1. ADJ-12 Introduction to Criminalistics \*MNR
2. ADJ-3 Concepts of Criminal Law \*MNR
3. ADJ-3H Honors Concepts of Criminal Law \*MNR

Items 4-8 taken together: MSC: M/ V. Harris, S/ J. Alpay \* 11-Years, 0 Nays

4. ETS-1 Introduction to Ethnic Studies \*MNR
5. ETS-23 Race, Ethnicity, and Politics in America \*MNR
6. ETS-3 Introduction to African American Studies \*MNR
7. ETS-7 Women of Color in the United States \*MNR
8. ETS-8 Introduction to Black Feminism \*MNR
9. POL-23 Race, Ethnicity and Politics in America \*MNR This course is cross-listed with ETS-23 MSC: M/ P. VanHulle, S/ J. Alpay \* 11-Years, 0 Nays
10. ELE-74 Industrial Wiring and Controls \* N MSC: M/ T. Friedrich Finnern, S/ V. Harris\* 11-Years, 0 Nays
11. MAN-74 Industrial Wiring and Controls \* N MSC: M/ T. Friedrich Finnern, S/ V. Harris\* 11-Years, 0 Nays

E. Distance Education:

Items 1-3 and 8-9 taken together: MSC: M/ J. Alpay, S/ J. Mulari \* 11-Years, 0 Nays

1. ADJ-2DE Principles of Justice System \*MNR
2. ELC-11DE DC Electronics \*N
3. ELC-13DE AC Electronics \*N

Items 4-7 taken together: MSC: M/ T. Friedrich Finnern, S/ M. Wilson\* 11-Years, 0 Nays

4. GEG-30ADE Field Studies in Geography \*MNR
5. GEG-30BDE Field Studies in Geography \*MNR
6. GEG-30CDE Field Studies in Geography \*MNR
7. GEG-30DDE Field Studies in Geography \*MNR
8. POL-1DE American Politics \*MNR
9. POL-4DE2 Introduction to World Politics \*MNR

F. New Course:

1. ELE-33 Network Troubleshooting and Methodology in Biomedical Equipment \*N MSC: M/ V. Harris, S/ J. Alpay \* 0-Years, 11-Nays **\*HOLD for more information because of cost of equipment needed.**

Items 2-4 and 7 taken together: MSC: M/ J. Alpay, S/ J. Mulari\* 11-Years, 0 Nays

2. MAT-101A      Corequisite Support for Math 1A    \*MNR
3. MAT-111      Support Course for MAT-11    \*MNR
4. MAT-39      Foundations of Calculus I    \*MNR
5. PSY-148      Corequisite Support for PSY-48    \*MNR    MSC: M/ M. Wilson, S/  
T. Friedrich Finnern\* 11-Years, 0 Nays
6. SOC-148      Corequisite Support for SOC-48    \*MNR    MSC: M/ M. Wilson, S/  
T. Friedrich Finnern\* 11-Years, 0 Nays
7. STAT-13      Introduction to Statistics    \*MNR

**G. Program Modification:**

1. ANT-ADT      Anthropology - Updating program to align with CalGETC.    MSC:  
M/ J. Alpay, S/ T. Friedrich Finnern\* 11-Years, 0 Nays
2. COM-ADT      Communication Studies 2.0 - Updating program to align with  
CalGETC; Title Update to COM-3.    MSC: M/ J. Alpay, S/ M. Wilson\* 11-Years, 0  
Nays

**H. Norco College Information item:**

1. Course Minor Modification:

- a) ACC-801      Setting up QuickBooks for Small Business
- b) ANT-1L      Physical Anthropology Laboratory
- c) ANT-7      Anthropology of Religion
- d) CAT-31      Business Communication Fundamentals
- e) CAT-80      Word Processing: Microsoft Word for Windows
- f) CAT-90      Microsoft Outlook
- g) CIS-80      Word Processing: Microsoft Word for Windows
- h) CIS-90      Microsoft Outlook
- i) DAN-D21      Ballet, Beginning
- j) ELC-74      Industrial Wiring and Controls
- k) ENG-4      Writing Tutor Training
- l) ENG-48      Short Story and Novel from the Twentieth Century to the Present
- m) ENG-9      Introduction to Shakespeare
- n) GUI-47A      Introduction to Career Exploration
- o) GUI-48      College Success Strategies
- p) JOU-7      Mass Communications
- q) KIN-A81A      Cardio and Strength Training, Beginning
- r) KIN-A81B      Cardio and Strength Training, Intermediate
- s) KIN-A81C      Cardio and Strength Training, Advanced
- t) PSY-10      Personal and Social Adjustment

**I. RCC and MVC Information Items:**

1. Course Deletion:

- a) CIS-72C      Introduction to XML
- b) COS-10A      Level I Hairstyling Concepts
- c) COS-10B      Level II Hairstyling Concepts
- d) COS-10C      Level III Hairstyling Concepts
- e) COS-1A      Introduction to Cosmetology Level I

|               |                                                          |
|---------------|----------------------------------------------------------|
| f) COS-1ADX   | Introduction to Cosmetology Level I                      |
| g) COS-1B     | Introduction to Cosmetology Level II                     |
| h) COS-1BDE   | Introduction to Cosmetology Level II                     |
| i) COS-1BDX   | Introduction to Cosmetology Level II                     |
| j) COS-1C     | Cosmetology Business Concepts                            |
| k) COS-1CDE   | Cosmetology Business Concepts                            |
| l) COS-1CDX   | Cosmetology Business Concepts                            |
| m) COS-200DX  | Cosmetology Work Experience                              |
| n) COS-20A    | Level I Chemical Texture Concepts                        |
| o) COS-20B    | Level II Chemical Texture Concepts                       |
| p) COS-30A    | Level I Haircutting Concepts                             |
| q) COS-30B    | Level II Haircutting Concepts                            |
| r) COS-30C    | Level III Haircutting Concepts                           |
| s) COS-40A    | Level I Haircoloring and Bleaching Concepts              |
| t) COS-40B    | Level II Haircoloring and Bleaching Concepts             |
| u) COS-57A    | Level I Skin Care Concepts                               |
| v) COS-57B    | Level II Skin Care Concepts                              |
| w) COS-57C    | Level III Skin Care Concepts                             |
| x) COS-60ADE  | Beginning Cosmetology Concepts                           |
| y) COS-60ADX  | Beginning Cosmetology Concepts                           |
| z) COS-60BDE  | Level II Cosmetology Concepts                            |
| aa) COS-60BDX | Level II Cosmetology Concepts                            |
| bb) COS-60CDE | Level III Cosmetology Concepts                           |
| cc) COS-60CDX | Level III Cosmetology Concepts                           |
| dd) COS-60DDE | Level IV Cosmetology Concepts                            |
| ee) COS-60DDX | Level IV Cosmetology Concepts                            |
| ff) COS-60E   | Level V Cosmetology Concepts                             |
| gg) COS-60E1  | Level V Cosmetology Concepts                             |
| hh) COS-60E2  | Level V Cosmetology Concepts                             |
| ii) COS-60EDE | Level V Cosmetology Concepts                             |
| jj) COS-60EDX | Level V Cosmetology Concepts                             |
| kk) COS-62A   | Level I Esthetician Concepts                             |
| ll) COS-62ADX | Level I Esthetician Concepts                             |
| mm) COS-62B   | Level II Esthetician Concepts                            |
| nn) COS-62BDX | Level II Esthetician Concepts                            |
| oo) COS-67B   | New Trends and Techniques in Hairdressing B              |
| pp) COS-67C   | New Trends and Techniques in Hairdressing C              |
| qq) COS-67D   | New Trends and Techniques in Hairdressing D              |
| rr) COS-68B   | Special Artistic Effects Used in Competition Hairstyling |
| ss) COS-69B   | Mens Hair Design B                                       |
| tt) COS-69C   | Mens Hair Designs C                                      |
| uu) COS-69D   | Mens Hair Design D                                       |
| vv) COS-70A   | Level I Makeup and Hair Removal Concepts                 |
| ww) COS-70B   | Level II Makeup and Hair Removal Concepts                |
| xx) COS-801   | Level VI Cosmetology Concepts                            |
| yy) COS-801DX | Level VI Cosmetology Concepts                            |
| zz) COS-80A   | Level I Nail Care Concepts                               |
| aaa) COS-80B  | Level II Nail Care Concepts                              |
| bbb) COS-80C  | Level III Nail Care Concepts                             |
| ccc) COS-811  | Cosmetology Teacher Training                             |
| ddd) COS-812  | Level II Esthetician Concepts                            |

|                |                                               |
|----------------|-----------------------------------------------|
| eee) COS-812DX | Level II Esthetician Concepts                 |
| fff) COS-90B   | Level II Clinic Floor Concepts                |
| ggg) COS-90C   | Level III Clinic Floor Concepts               |
| hhh) COS-95B   | Hairstyling Practical Exam Readiness          |
| iii) COS-96B   | Barbering Practical Exam Readiness Concepts   |
| jjj) COS-97B   | Cosmetology Practical Exam Readiness Concepts |
| kkk) COS-98B   | Esthetics Practical Exam Readiness Concepts   |
| lll) COS-99B   | Manicure Practical Exam Readiness Concepts    |
| mmm) SPA-1H    | Honors Spanish 1                              |

2. Course Major/Minor Modification:

|             |                                                            |
|-------------|------------------------------------------------------------|
| a) ADJ-28   | Crime Scene Investigation                                  |
| b) CIS-26F  | Cisco Networking Security                                  |
| c) CIS-27F  | Cyber Threat Intelligence & Automated Response             |
| d) HMS-200  | Human Services Work Experience                             |
| e) ACC-40   | Accounting for Managers                                    |
| f) ACC-63   | Income Tax Accounting                                      |
| g) CAT-30   | Business English                                           |
| h) CAT-841  | MOSPrep: Microsoft Office Word-Expert Exam Preparation     |
| i) CAT-842  | MOSPrep: Microsoft Office Excel Expert Exam Preparation    |
| j) CAT-843  | MOSPrep: Microsoft Office PowerPoint Core Exam Preparation |
| k) CAT-844  | MOSPrep: Microsoft Office Access Core Exam Preparation     |
| l) CIS-87B  | IT Project Management Framework                            |
| m) CIS-898  | Windows, File Management, Internet, and Canvas Basics      |
| n) DAN-7    | Choreography                                               |
| o) DAN-8    | Composition                                                |
| p) DAN-9    | Dance Making                                               |
| q) DEA-10   | Introduction to Dental Assisting and Chairside Assisting   |
| r) DEA-20   | Infection Control for Dental Assistants                    |
| s) DEA-21   | Introduction to Radiology for Dental Assistants            |
| t) DEA-22   | Introduction to Supervised Externships                     |
| u) DEA-23   | Introduction to Dental Sciences                            |
| v) DEA-24   | Dental Materials for the Dental Assistant                  |
| w) DEA-30   | Intermediate Chairside Dental Assisting                    |
| x) DEA-31   | Radiology for Dental Assistants                            |
| y) DEA-32   | Intermediate Supervised Externships                        |
| z) DEA-40A  | Advanced Chairside Surgical Dental Assistant               |
| aa) DEA-40B | Advanced Chairside Orthodontic Dental Assistant            |
| bb) DEA-40C | Advanced Chairside Restorative Dental Assistant            |
| cc) DEA-41  | Dental Office Management                                   |
| dd) ENG-38A | Screenwriting: Beginning                                   |
| ee) ENG-38B | Screenwriting: Intermediate                                |
| ff) ENG-38C | Screenwriting: Advanced                                    |
| gg) FIT-16  | Biddle Physical Ability Test                               |
| hh) FIT-17  | Fitness and Nutrition for Public Safety Personnel          |
| ii) FIT-2   | Fire Behavior and Combustion                               |
| jj) FIT-3   | Fire Protection Equipment and Systems                      |
| kk) FIT-5   | Fire Prevention                                            |
| ll) FIT-C30 | Intermediate Incident Command System (I-300)               |
| mm) FIT-C40 | Advanced Incident Command System (I-400)                   |

|               |                                                                                     |
|---------------|-------------------------------------------------------------------------------------|
| nn) FIT-CFO3A | Human Resources Management Chief Fire Officer                                       |
| oo) FIT-CFO3B | Budget and Fiscal Responsibilities Chief Fire Officer                               |
| pp) FIT-CFO3C | General Administration Functions Chief Fire Officer                                 |
| qq) FIT-CFO3D | Emergency Service Delivery Responsibilities                                         |
| rr) FIT-CO2A  | Human Resource Management                                                           |
| ss) FIT-CO2B  | General Administrative Functions                                                    |
| tt) FIT-CO2C  | Fire Inspections and Investigations                                                 |
| uu) FIT-CO2D  | All Risk Command Operations                                                         |
| vv) FIT-CO2E  | Wildland Incident Operations                                                        |
| ww) FIT-COH1  | Hazardous Materials Incident Commander                                              |
| xx) FIT-COH2  | Hazardous Materials First Responder Operational                                     |
| yy) FIT-DO1A  | Fire Apparatus Driver/Operator                                                      |
| zz) FIT-DO1B  | Pumping Apparatus Driver/Operator 1B (2017)                                         |
| aaa) FIT-INS1 | Instructor I                                                                        |
| bbb) FIT-INS2 | Instructor II                                                                       |
| ccc) FIT-S3A  | Introduction to Fire Academy and Physical Conditioning<br>for Fire Academy Students |
| ddd) FIT-S404 | Safety Officer (NWCG)                                                               |
| eee) GUI-845  | College Readiness                                                                   |
| fff) GUI-847A | Career Readiness                                                                    |
| ggg) GUI-847B | Educational Planning                                                                |
| hhh) JOU-150  | Introduction to Public Relations                                                    |
| iii) MDA-58A  | Medical Transcription/Health Documentation                                          |
| jjj) MDA-58B  | Advanced Medical Transcription                                                      |

3. Course Exclusion:

- a) CIS-54A Introduction to Animate
- b) DAN-D32 Jazz, Beginning
- c) ENG-48 Contemporary Short Story and Novel

4. Course Inclusion:

- a) BIO-8 Principles of Ecology
- b) HIS-2H Honors World History since 1500
- c) KIN-36 Wellness: Lifestyle Choices
- d) MIS-11A Studio Arts Ensemble I
- e) MIS-11B Studio Arts Ensemble II

5. Discipline Inclusion:

- a) MIS- Music Industry Studies \*M

6. New Course:

- a) ADJ-12L Introduction to Criminalistics Laboratory
- b) ADJ-28L Crime Scene Investigation Laboratory
- c) ADJ-32 Criminal Case Law
- d) KIN-A08B Pickleball, Intermediate
- e) KIN-A08C Pickleball, Advanced
- f) MAT-139 Corequisite Support for MAT-39

7. Distance Education:

- a) CAT-898ADE Introduction to Excel
- b) CAT-898BDE Advanced Excel
- c) CIS-862DE Microsoft Access
- d) CIS-894DE Data Analysis Using Excel and Access
- e) DEA-800DE Infection Control
- f) DEA-801DE Radiation Safety
- g) DEA-802DE Coronal Polishing
- h) DEA-803DE Pit and Fissure Sealant Application
- i) DEA-804DE California Dental Practice Act
- j) DEA-840ADE Ultrasonic Scaling Permit
- k) DEA-840BDE Orthodontic Assistant Permit
- l) NRN-21DE Acute Care and Chronic Illness II/Mental Health
- m) NRN-22DE Integrated Care Across the Lifespan

8. New Program

- a) ADJ- Modern Policing \*M

9. Program Modification:

- a) ART- Studio Arts
- b) BIO- Biology
- c) BIO- Environmental Science
- d) COM- Communication Studies 2.0
- e) COM- Communication Studies 2.0
- f) CSC- Computer Science
- g) EAR- Early Childhood Education
- h) ECO- Economics
- i) ENG- English
- j) FTV- Film, Television, and Electronic Media
- k) GEG- Geography
- l) GEO- Geology
- m) HIS- History
- n) JOU- Journalism
- o) KIN- Kinesiology
- p) KIN- Kinesiology
- q) PAL- Law, Public Policy, and Society
- r) POL- Political Science
- s) PSY- Psychology
- t) SJS- Social Justice Studies: Asian American Studies
- u) SJS- Social Justice Studies: Chicano Studies
- v) SJS- Social Justice Studies: Ethnic Studies
- w) SJS- Social Justice Studies: Gender Studies
- x) SJS- Social Justice: African American Studies
- y) SJS- Social Justice: LGBTQ Studies
- z) SJS- Social Justice: Native American and Indigenous Studies
- aa) SOC- Social Justice Studies: General
- bb) ART- Visual Communications - Illustration
- cc) COS- Hairstyling Concepts
- dd) BIO- Sustainability in Economics and Society
- ee) BIO- Sustainability in Science and Technology

J. Open Forum: None

Adjourned: 3:04 p.m.

**Next Meeting: November 21, 2024 \***

| <b>2024</b>         | <b>2025</b>         |
|---------------------|---------------------|
| <del>08/27/24</del> | <b>JAN- No MTG.</b> |
| <del>09/10/24</del> | 02/25/25            |
| <del>09/24/24</del> | 03/11/25            |
| <del>10/08/24</del> | 03/25/25            |
| <del>10/22/24</del> | 04/08/25            |
| <del>11/12/24</del> | 04/22/25            |
| <b>11/21/24 *</b>   | 05/13/25            |
| <b>DEC. No MTG</b>  | 05/27/25            |

## 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.