

# NORCO COLLEGE CURRICULUM COMMITTEE MINUTES

September 8, 2015 - 2:00 pm  
ST 107

Brian Johnson chaired the meeting.

## Members Present:

Brian Johnson.....Math and Sciences  
Rex Beck.....Business, Engineering & Information Technologies  
Nicole Capps.....Communications  
Dr. Diane Dieckmeyer.....Vice President of Academic Affairs  
Dr. Kevin Fleming.....Dean of Instruction, Career & Technical Education  
Dr. Carol Farrar.....Dean of Instruction  
Nicholas Franco.....Social and Behavioral Sciences  
Diane Palmer.....Arts, Humanities and World Languages  
Vivian Harris.....Library  
Mitzi Sloniger.....Communications  
Dr. Monica Gutierrez.....Math and Sciences  
Dr. Teresa Friedrich-Finnern.....Math and Sciences  
Musa Rasheed.....ASNC

## Members Absent:

Ladylyn Dominquez.....Social and Behavioral Sciences

## Guests:

Dr. Tim Russell.....Social and Behavioral Sciences  
Dean Hines.....Business, Engineering & Information Technologies

## Committee Support:

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

- A. Meeting called to order at 2:05pm
- B. Motion to approve September 8, 2015 agenda – MSC: M. Sloniger/ M. Rasheed.  
Add new agenda items: #5) TBA Course list; 6) UC Pathways; 7) SLO vs. Objectives; 8) Curriculum Day. committee approves.
- C. Motion to approve May 26, 2015 minutes – MSC: M. Sloniger/ D. Palmer.  
Correction to members absent, Dr. Gutierrez was listed in error. Committee approves.
- D. Norco Action Items: Norco College Approval Items for 9/08/15

1. New Stand Alone Courses: NONE

2. New Courses: NONE

3. Course Inclusions: NONE

4. Distance Education: NONE

5. Major Course Modification:

The following courses are being modified to update the SLOs, and course materials:

a. ANT-4 Native American Cultures (MNR) Motion to approve N. Capps/M. Sloniger \*\*Approved\*\*

b. ANT-5 Cultures of Ancient Mexico (MNR) Motion to approve N. Capps/M. Sloniger \*\*Approved\*\*

6. Course Deletions:

The following course has been modified to update the course description, SLOs, course content, MOE, MOI and course materials:

a. HUM-3 Creativity and the Imagination (N) Course has not been offered for many years. Motion to approve D. Palmer/M. Gutierrez \*\*Approved\*

7. Course Exclusions: NONE

8. New State Approved Certificates/Degrees: NONE

9. New Locally Approved Certificate: NONE

10. Modifications to State/Locally Approved Certificates/Degrees: NONE

11. Deletion of Certificate/Degrees: NONE

E:

Course	Title	Location	Comment
<b>1. New Courses: None</b>			
<b>2. New Stand Alone Courses:</b>			
The following course will complement and be sequential to HIS-32:			
HIS-33	Modern Latin America	R	
<b>3. Course Inclusions: None</b>			
<b>4. Distance Education: None</b>			
<b>5. Major Course Modifications:</b>			
The following course has been modified to update the course description, SLOs, course content, MOE, MOI and course materials:			

Course	Title	Location	Comment
BIO-9	Introduction to the Natural History of Southern California	R	
The following courses are being modified to update the course description, SLOs, course content MOI, MOE, to link the SLOs to the GESLOs, add sample assignments and update the course materials:			
BIO-31A	Regional Field Biology Studies	MR	
BIO-31B	Regional Field Biology Studies	MR	
The following course is being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:			
FIT-M2D	Management 2D, Master Planning In the Fire	M	
The following course is being modified to remove the Limitation on Enrollment of “student must be referred by an instructor or a counselor,” to update the course description, SLOs, course content, MOI, MOE, and sample assignments:			
ILA-800	Supervised Tutoring	MR	2 <sup>nd</sup> reading
<b>6. Course Exclusions: None</b>			
<b>7. Course Deletions: None</b>			
<b>8. New State Approved Certificates/Degrees: None</b>			
<b>9. New Locally Approved Certificate: None</b>			
<b>10. Modification to State/Locally Approved Certificate/Degrees: None</b>			
<b>11. Deletion of Certificate/Degrees: None</b>			

### Information Items:

#### F. Discussion / Information items:

1) **Basics of a course outline:** Mr. Johnson went over the PowerPoint slides on the basics of a course outline. Distance education hours, face to face needs to be listed out in detail. Dr. Dieckmeyer stressed the importance to list out the instructor initiating the discussion items and responding back promptly to the students. Instructors need to initiate contact with the students and keep it consistent.

- Prerequisites must be linked under the entry skills section.
- Link the SLO's to the new general education SLO's
- Non-degree and CTE do not require SLO linking.
- Course materials have to be within 5 years.
- Lecture hours. 18 hours is 1 unit. 1 unit of lab is 54 hours.

2) **Status of ADT courses:** Brian will send out an updated worksheet to the committee. The deadline is October 22<sup>nd</sup>. Chemistry and Biology was submitted to the state and Steven Schmidt is the new Technology Review chair.

**3) Skills experts - AP4260:** Skills expects for AP 4260. The Norco senate is supposed to designate a skills expert in reading, writing and math. Brian Johnson will talk to the senate on this and report back.

**4) Credit for extra-institutional learning:** Rex Beck spoke to the committee about this and honoring recommendations for college credit. Mt. SAC does this and it could be applied for coursework such as in career technical education. Our language states that we still honor our own requirements for residency but would like to leave the option, subject to senate approve to honor appropriate recommendations. Nick Franco emailed Mt. SAC and they said they treat it as credit by exam. When students have a licensure or use to get specific course credit, they take the licensure to the subject matter expert and determine how many units can be awarded based on the course unit credit competencies. They use the state licensure towards the subject matter as credit by exam.

**5) TBA Course list:** Brian Johnson talked about this last semester and will send out the list again and requested that the committee member to bring them to their respected departments for review. Please send revisions to Brian Johnson. The specific topics need to be listed.

**6) UC Pathways:** Nick Franco spoke about this. The website: <https://admission.universityofcalifornia.edu> Look at ASSIST. Want to make sure the student is taking the correct courses. Dr. Fleming suggested crediting a grid pathway for students to make it easier for students to understand what is needed for their academic majors.

**7) SLO vs. Objectives:** Brian Johnson went to the Curriculum Institute summit over the summer and they spoke about the differences of the two. SLO's are specific measureable results; Objectives are what students are able to do. We do not have Objectives on our course outlines. Title 5 applies to K-12 and community colleges. The academic senates asked us to decide which one are we going to use. We need to discuss or consider having both because of the C-ID issues regarding Objectives and not SLO's. We now have courses that have 14 or 17 SLO's because they are matching the objectives in the C-ID in order to make C-ID approval. Since C-ID is going to be here for a while, we should consider listing the SLO's and beneath that would list the objective in order to avoid the C-ID concern.

**8) Curriculum Day:** The last day to have the modifications to a course to CurricuNet is before November 5<sup>th</sup> so it can get through Tech Review and then reviewed by the college committee and then the district committee in order to get it into the next course catalog. You need to launch it before November 5<sup>th</sup>. We can reserve a room with computers so the departments can make sure their course modifications are launched properly. October 20<sup>th</sup>, from 2-6pm.

**G. Announcements: NONE**

**H. Other Business-Open Hearing: NONE**

**Next Meeting: September 22, 2015 \* Room ST 107**