NORCO COLLEGE
CURRICULUM COMMITTEE MINUTES
November 8, 2016 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.
Members Present:

Brian Johnson……….……………..Math and Sciences
Rex Beck……….……….………..Business, Engineering & Information Technologies
Mitzi Sloniger……….……….…..……Communications
Vivian Harris……….……….………Library
Dr. Teresa Friedrich Finnern…….Math and Sciences
Ladylyn Dominquez……….……….Social and Behavioral Sciences
Nicholas Franco……….…………..Social and Behavioral Sciences
Dr. Monica Gutierrez……….…….Math and Sciences
Quinton Bemiller……….…………. Arts, Humanities & World Languages
Melissa Bader ……….…………… Communications (Alternative)
Cherise Ortiz ……….…..………….. ASNC
Dr. Diane Dieckmeyer……….……Vice President of Academic Affairs
Dr. Dominque Hitchcock…………Arts, Humanities and World Languages
Dr. Kevin Fleming……….…………Dean of Instruction, Career & Technical Education

Members Absent:
Dr. Carol Farrar……….……………Dean of Instruction

Guests: NONE

Committee Support:
Nicole C. Brown……….…………..Office of the Dean of Instruction

A.   Meeting called to order at 2:05pm

B.   Motion to approve November 8, 2016 agenda – Added in discussion items: #2: META Update. MSC: M. Sloniger/ R. Beck. Abstained: M. Bader *Committee approves.

C.   Motion to approve October 25, 2016 minutes – MSC: R. Beck/ M. Sloniger. Abstained: D. Hitchcock.   Committee approves.

D.   Norco Action Items: Norco College Approval Items for 11/08/16

   1. New Courses: NONE

   2. New Stand Alone Courses: NONE

   3. Course Inclusions:

   a. PHI-19   Native American Thought   (N)   The course is being requested for inclusion at Norco College in order to expand the scope and number of course offerings in Philosophy at Norco College.   Not part of the Philosophy ADT. The issue is the dates of the text books and they need to be updated since the most current one is 2009. MSC: M. Sloniger/Q. Bemiller. APPROVED

4. **Distance Education: NONE**

5. **Minor Course Modification: NONE**

6. **Major Course Modification:**

   The proposals below include the following updates: Updating SLOs, texts, course content (lecture/lab), and lab activities.

   a. ENG-1B   Critical Thinking and Writing   (MNR) MSC: V. Harris/M. Sloniger. APPROVED
   b. ENG-1BH Honors Critical Thinking and Writing (MNR) MSC: M. Sloniger/V. Harris. APPROVED

   The proposals below include the following updates: Updating SLOs, splitting lecture and lab content, and updating texts.

   c. ENG-60A English Fundamentals: Sentence to Paragraph (MNR) In the COR, bullets #6 & 7 needs to be revised. Revise Outside class assignment section. Nee dto change WRC to correct name. MSC: D. Hitchcock/M. Sloniger. APPROVED

   The proposals below include the following updates: Discipline is consolidating and clarifying SLOs and updating COR to reflect State Chancellor's instruction about TBA hours.

   d. ==ENG-60B English Fundamentals: Paragraph to Essay   (MNR)   MSC: V. Harris/M. Sloniger The Entrance Skills are not linked. Reading and Writing center portion needs to be revised. *POSTPONED*==

   The proposals below include the following updates: This course will be updated so that the course content reflects the lecture and lab content according to TBA hours requirements and to make other minor refinements in course language.

   e. ENG-80   Preparatory Composition (MNR)   MSC: V. Harris/M. Gutierrez. APPROVED

7. **Course Exclusions: NONE**

8. **Course Deletions: NONE**

9. **New State Approved Certificates/Degrees: NONE**

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

11. **State Certificate/Degree Deletions: NONE**

E: **Discussion:**
   a. **Curriculum Committee report to the senate:** Brian Johnson went over the details of the report with the committee. The complete report will be attached to the minutes.

b. META Update The public search options on old courses. We now have that available now on the new META website. Go to the District Curriculum page, **http://rccd.edu/administration/educationalservices/Pages/Curriculum.aspx**

- Click on "COURSE" and pull up the subject, then course number. Then open the "Course Outline"

F. Information items:

    a. Moreno Valley College Curriculum Committee Agenda:
        i. New Courses: None.
        ii. Course Inclusions:

	Title	Location	Action	Comment
The courses below are being requested for inclusion at Moreno Valley in order to offer MVC students a potential career option in Art.				
ART-35A	Beginning Illustration	M		
ART-35B	Intermediate Illustration	M		
The course below is being requested for inclusion at Norco College in order to expand the scope and number of course offerings in Philosophy at Norco College.				
~~PHI-19~~	~~Native American Thought~~	~~N~~		NOT MVC. Norco only

        iii. Distance Education: None.
        iv. Minor Course Modifications: None.
        v. Major Course Modifications:

	Title	Location	Action	Comment
The proposals below include the following updates: Course-SLOs, GE-SLOs, advisory to include ENG 80, assignments, textbooks; format corrections; course to be included in FTV-ADT, but no C-ID matching is necessary.				

	Title	Location	Action	Comment
FST-3	Introduction to International Cinema	MR		
FST-4	Introduction to Film Genres	MR		
FST-5	Fiction and Film: Adaptation	MR		
The proposals below include the following updates: Updating SLO's, texts, course content (lecture/lab), lab activities.				
~~ENG-1B~~	~~Critical Thinking and Writing~~	~~MNR~~		DUPLICATE. VOTED ON FOR NORCO
~~ENG-1BH~~	~~Honors Critical Thinking and Writing~~	~~MNR~~		DUPLICATE. VOTED ON FOR NORCO
~~The proposals below include the following updates: Updating SLOs, splitting lecture and lab content, and updating texts.~~				
~~ENG-60A~~	~~English Fundamentals: Sentence to Paragraph~~	~~MNR~~		DUPLICATE. VOTED ON FOR NORCO
~~The proposals below include the following updates: Discipline is consolidating and clarifying SLOs and updating COR to reflect State Chancellor's instruction about TBA hours.~~				
~~ENG-60B~~	~~English Fundamentals: Paragraph to Essay~~	~~MNR~~		DUPLICATE. VOTED ON FOR NORCO
~~The proposals below include the following updates: This course will be updated so that the course content reflects the lecture and lab content according to TBA hours requirements and to make other minor refinements in course language.~~				
~~ENG-80~~	~~Preparatory Composition~~	~~MNR~~		DUPLICATE. VOTED ON FOR NORCO

      vi.   Course Exclusions: None.
     vii.   Course Deletions: None.
   viii.   New State Approved Certificates/Degrees: None.
     ix.   State/Locally Approved Certificate/Degree Modifications: None.
      x.   State Certificate/Degree Deletions: None.

b. Riverside City College:
      i.   New Courses: None.
     ii.   Course Inclusions: None.
    iii.   Distance Education: None.
    iv.   Minor Course Modifications: None.
     v.   Major Course Modifications:

	Title	Location	Action	Comment
The proposals below include the following updates:Course-SLOs, GE-SLOs, advisory to include ENG 80, assignments, textbooks; format corrections; course to be included in FTV-ADT, but no C-ID matching is necessary.				
FST-2	Introduction to Television Studies	R		
FST-3	Introduction to International Cinema	MR		
FST-4	Introduction to Film Genres	MR		
FST-5	Fiction and Film: Adaptation	MR		
FST-7	History of World Film I: From the Beginning through the 1950's	R		
FST-8	History of World Film II: From the 1950's to the Present	R		
The proposals below include the following updates: Updating SLO's, texts, course content (lecture/lab), lab activities.				
ENG-1B	Critical Thinking and Writing	MNR		DUPLICATE. VOTED ON FOR NORCO
ENG-1BH	Honors Critical Thinking and Writing	MNR		DUPLICATE. VOTED ON FOR NORCO
The proposals below include the following updates: Updating SLOs, splitting lecture and lab content, and updating texts.				
ENG-60A	English Fundamentals: Sentence to Paragraph	MNR		DUPLICATE. VOTED ON FOR NORCO
The proposals below include the following updates: Discipline is consolidating and clarifying SLOs and updating COR to reflect State Chancellor's instruction about TBA hours.				
ENG-60B	English Fundamentals: Paragraph to Essay	MNR		DUPLICATE. VOTED ON FOR NORCO
The proposals below include the following updates:

This course will be updated so that the course content reflects the lecture and lab content according to TBA hours requirements and to make other minor refinements in course language. | | | | |
| ENG-80 | Preparatory Composition | MNR | | DUPLICATE. VOTED ON FOR NORCO |

vi.   Course Exclusions: None.

vii. Course Deletions:

	Title	Location	Action	Comment
FST-6	Screenplay Analysis: The Craft of the Screenplay	R		

viii. New State Approved Certificates/Degrees: None.
 ix. State/Locally Approved Certificate/Degree Modifications: None.
  x. State Certificate/Degree Deletions: None.

G. Announcements: None

H.   Other Business-Open Hearing: NONE

Next Meeting: November 22, 2016. * Room ST 107

Report from the Curriculum Committee

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.

Is the committee satisfied with its statement of purpose? YES

If not, what plans does the committee have of improving its statement of purpose?

How does the committee align with Norco College's Mission? Norco College serves our students, our community, and its workforce by providing educational opportunities, celebrating diversity, and promoting collaboration. We encourage an inclusive, innovative approach to learning and the creative application of emerging technologies. We provide foundational skills and pathways to transfer, career and technical education, certificates and degrees.

Membership:

The Curriculum Committee is comprised of two representatives from each academic department, a representative from the library and the Vice President of Academic Affairs.

- **Dr. Diane Dieckmeyer, Vice President of Academic Affairs (Administrative Co-Chair)**
- **Brian Johnson, Math & Sciences (Faculty Co-Chair)**
- Nicole C. Brown, Dean of Instruction Office (Admin Support)
- Rex Beck, Business, Engineering & Information Technology
- Vacant, Business, Engineering & Information Technology
- Dr. Dominique Hitchcock, Arts, Humanities and World Languages
- Vacant, Arts, Humanities and World Languages
- Dr. Monica Gutierrez, Math & Sciences
- Dr. Teresa Friedrich Finnern, Math & Sciences
- Nicholas Franco, Social & Behavioral Sciences
- LadyLyn Dominguez, Social & Behavioral Sciences
- Vivian Harris, Library
- Mitzi Sloniger, Communications
- Vacant, Communications

- Dr. Carol Farrar, Dean of Instruction
- Dr. Kevin Fleming, Dean of Instruction, CTE
- Luis Velazco Miranda, ASNC

Is this membership correct? <mark>NO</mark>

If not, what corrections need to be made?

<mark>Quenton Bemiller, AHWL</mark>

<mark>Melissa Bader, Communications</mark>

<mark>New ASNC, Cherise Ortiz</mark>

Is the committee satisfied with its membership? <mark>YES</mark>

If not, what changes does the committee recommend?

Committee's Assignments to Strategic Planning Goals and Objectives-2013-2018:

Goal 1: Increase Student Achievement and Success
   Objective 1: (together with SSC) Improve transfer preparedness (complete 60 transferable units with a 2.0 GPA or higher).

   Objective 3: (together with SSC) Increase the percentage of basic skills students who complete the basic skills pipeline by supporting the development of alternatives to traditional basic skills curriculum.

   Objective 8: (together with SSC) Increase the percentage of students who begin addressing basic skills needs in their first year.

   Objective 9: (together with DE) Decrease the success gap of students in online courses as compared to face-to-face instruction.

Does the committee feel these assignments reflect its mission? <mark>No, the curriculum committee approves courses and programs. Its purpose is not reflected in any of the objectives listed.</mark>

If not, which Goals/Objectives should be removed?<mark>ALL</mark>

If not, which Goals/Objectives should be included? (Please see entire list of committee assignments attached at the end.) <mark>None seems to be directly related to the curriculum committee.</mark>

Please state what the committee has done or will do during the Fall 2016 semester to address each Goal and Objective mentioned above.   It is not expected that the committee address all goals and objectives each semester, this is just to ensure that in the strategic planning cycle (2013-2018) all objectives have been addressed somehow. Please include which goal and objective each activity listed addresses.

Please report here any discussions concerning the Annual Survey of Effectiveness of Academic Senate and Senate Standing Committees:

Is there anything else the committee would like to report to the senate? NO

What assistance does the committee need from senate?   NONE

Additional comments?

GOAL 1: INCREASE STUDENT ACHIEVEMENT AND SUCCESS

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: Improve transfer preparedness (completes 60 transferable units with a 2.0 GPA or higher).	SSC/AS
Objective 2: Improve transfer rate by 10% over 5 years.	SSC
Objective 3: Increase the percentage of basic skills students who complete the basic skills pipeline by supporting the development of alternatives to traditional basic skills curriculum.	SSC/AS
Objective 4: Improve persistence rates by 5% over 5 years (fall-spring; fall-fall).	SSC
Objective 5: Increase completion rate of degrees and certificates over 6 years.	SSC
Objective 6: Increase success and retention rates.	SSC
Objective 7: Increase percentage of students who complete 15 units, 30 units, 60 units.	SSC
Objective 8: Increase the percentage of students who begin addressing basic skills needs in their first year.	SSC/AS
Objective 9: Decrease the success gap of students in online courses as compared to face-to-face instruction.	DE/AS
Objective 10: Increase course completion, certificate and degree completion, and transfer rates of underrepresented students.	SSC

GOAL 2: IMPROVE THE QUALITY OF STUDENT LIFE

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: Increase student engagement (faculty and student interaction, active learning, student effort, support for learners).	SSC
Objective 2: Increase frequency of student participation in co-curricular activities.	ASNC
Objective 3: Increase student satisfaction and importance ratings for student support services.	SSPC
Objective 4: Increase the percentage of students who consider the college environment to be inclusive.	ASNC/Legacy
Objective 5: Decrease the percentage of students who experience unfair treatment based on diversity-related characteristics.	Legacy
Objective 6: Increase current students' awareness about college resources dedicated to student success.	SSC/ASNC

GOAL 3: INCREASE STUDENT ACCESS

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: Increase percentage of students who declare an educational goal.	SSC
Objective 2: Increase percentage of new students who develop an educational plan.	SSC
Objective 3: Increase percentage of continuing students who develop an educational plan.	SSC
Objective 4: Ensure the distribution of our student population is reflective of the communities we serve.	SSC
Objective 5: Reduce scheduling conflicts that negatively impact student completion of degrees and programs.	APC

GOAL 4: CREATE EFFECTIVE COMMUNITY PARTNERSHIPS

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: Increase the number of students who participate in summer bridge programs or boot camps.	SSC
Objective 2: Increase the number of industry partners who participate in industry advisory council activities.	APC
Objective 3: Increase the number of dollars available through scholarships for Norco College students.	ASNC
Objective 4: Increase institutional awareness of partnerships, internships, and job opportunities established with business and industry.	ASNC/APC
Objective 5: Continue the success of Kennedy Partnership (percent of students 2.5 GPA+, number of students in co-curricular activities, number of students who are able	NC-JFK WKGRP (SSPC)

to access courses; number of college units taken).	
Objective 6: Increase community partnerships.	Pres. Cab
Objective 7: Increase institutional awareness of community partnerships.	Pres. Cab
Objective 8: Increase external funding sources which support college programs and initiatives.	GC

GOAL 5: STRENGTHEN STUDENT LEARNING

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: 100% of units (disciplines, Student Support Service areas, administrative units) will conduct systematic program reviews.	PRC/SSPC
Objective 2: Increase the percentage of student learning and service area outcomes assessments that utilize authentic methods.	NAC/SSPC
Objective 3: Increase the percentage of programs that conduct program level outcomes assessment that closes the loop.	NAC/SSPC
Objective 4: Increase assessment of student learning in online courses to ensure that it is consistent with student learning in face-to-face courses.	NAC/DE
Objective 5: Increase the number of faculty development workshops focusing on pedagogy each academic year.	PDC/TC

GOAL 6: DEMONSTRATE EFFECTIVE PLANNING PROCESSES

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: Increase the use of data to enhance effective enrollment management strategies.	APC/ISPC
Objective 2: Systematically assess the effectiveness of strategic planning committees and councils.	ISPC
Objective 3: Ensure that resource allocation is tied to planning	APC/BFPC/ISPC/SSPC
Objective 4: Institutionalize the current Technology Plan.	TC
Objective 5: Revise the Facilities Master Plan.	BFPC

GOAL 7: STRENGTHEN OUR COMMITMENT TO OUR EMPLOYEES

GOAL OBJECTIVES	COMMITTEE(S) LEADING
Objective 1: Provide professional development activities for all employees.	PDC/TC
Objective 2: Increase the percentage of employees who consider the college environment to be inclusive.	Legacy
Objective 3: Decrease the percentage of employees who experience unfair treatment based on diversity-related characteristics.	Legacy
Objective 4: Increase participation in events and celebrations related to	Legacy/LAC

inclusiveness.	
Objective 5: Implement programs that support the safety, health, and wellness of our college community.	Safety