

NORCO COLLEGE CURRICULUM COMMITTEE MINUTES

May 9, 2017 - 2:00 pm
ST 107

Brian Johnson chaired the meeting.

Members Present:

Brian Johnson.....Math
Jeffrey Mulari.....Math
Dr. Jason Parks.....Interim Dean of Instruction
Dr. Diane Dieckmeyer.....Vice President of Academic Affairs
Dr. Monica Gutierrez.....Sciences and Kinesiology
Nicole CappsCommunications
Dr. Teresa Friedrich Finnern.....Sciences and Kinesiology
Celia Brockenbrough.....Library
Ladylyn Dominquez.....Social and Behavioral Sciences
Dr. Dominique Hitchcock..... Arts, Humanities and World Languages
Quinton Bemiller..... Arts, Humanities & World Languages
Nicholas Franco.....Social and Behavioral Sciences/ Articulation Officer

Members Absent:

Rex Beck..... Business, Engineering & Information Technologies
Dr. Kevin Fleming.....Dean of Instruction, Career & Technical Education
Mitzi Sloniger.....Communications
Andy Robles..... Math
Sarah Trujillo ASNC

Guests: NONE

Committee Support:

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

- A. Agenda and Minutes Approval:
Motion to approve May 9, 2017 agenda –MSC: N. Capps/ N. Franco. *Committee approves.
Motion to approve April 25, 2017 minutes: D. Hitchcock/ Q. BeMiller ** Committee approves.
- B. New Courses: None.
- C. New Stand Alone Courses: None.
- D. Course Inclusions: None.
- E. Distance Education: None.

F. Major Course Modifications:

Rationale: Update for program review.

1. BIO 1 General Biology (MNR) MSC: M. Gutierrez/ T. Friedrich Finnern **APPROVED The CSU/IGETC requires the lab content to be separated.
2. BIO 4 Human Biology (MNR) MSC: T. Friedrich Finnern / M. Gutierrez **APPROVED
3. BIO 1H Honors General Biology (MNR) MSC: T. Friedrich Finnern / M. Gutierrez **APPROVED
4. BIO 3 Field Botany (NR) MSC: N. Capps/ Q. BeMiller **APPROVED
5. BIO 5 General Botany (NR) MSC: Q. BeMiller/ L. Dominguez **APPROVED
6. BIO 7 Marine Biology (NR) MSC: Q. BeMiller/ N. Capps **APPROVED
7. BIO 8 Principles of Ecology (NR) MSC: N. Capps/ L. Dominguez **APPROVED
Suggestion to change wording on SLO. 1) Gain & Appreciation, 4) Demonstrate the understanding... Remove "Reasonable discuss".
8. BIO 35 Health Science (MNR) MSC: T. Friedrich Finnern / M. Gutierrez **DENIED. This needs to be cross-listed and they did not do that.

G. New State Approved Certificates/Degrees: None

H. State/Locally Approved Certificate/Degree Inclusions: None

I. State Certificate/Degree Deletions: Faculty was involved the senate was present.

- a. Mobile Application Development (NCE725/NAS725/NAS725B/NAS725C) MSC: M. Gutierrez/ J. Mulari **APPROVED
- b. Early Childhood Education Infant and Toddler Specialization (NCE681) MSC: M. Gutierrez/ J. Mulari **APPROVED

J. Information Items:

- i. New Courses: None.
- ii. New Stand Alone Courses: None.
- iii. Course Inclusions: None.
- iv. Distance Education: None.
- v. Minor Course Modifications:
 1. LIB 1 Introduction to Information Literacy MNR
- vi. Major Course Modifications:
 1. MUS P77 Advanced Guitar Ensemble R
- vii. Course Exclusions: None.
- viii. Course Deletions: None.
- ix. New State Approved Certificates/Degrees: None.
- x. State/Locally Approved Certificate/Degree Modifications: None.
- xi. State Certificate/Degree Deletions: None.

K. Discussion items:

1. Deadline for submission into META of all course and program proposals to be included in the 2018/19 RCCD catalog is September 29, 2017. If it is launched before 9/27/17, then it is guaranteed that it will be in the catalog the following year.
2. Consideration of REA 4 as a GE course for 2017/18 - RCCD Plan A (Area D2) and RCCD Plan B. Plan A- Is RCCD GE and Plan B is CSU/IGETC GE. This course is already a critical thinking course on the CSU GE pattern. Mitzi Sloniger sent an email that the department is highly in favor in adding this course and it would be helpful to students to have this course. She provided the minutes and other documentation. Nick Franco agrees that this course should be moved forward. Brian Johnson will bring this item back in our next meeting as an action item.
3. Approval process in META: A lot of course are being held-up. Even if it is a Norco only course, it will sit there awaiting approval from the other two colleges. When it get to the Curriculum level, as chair, Brian logs into META to sign off that it has passed the Norco Curriculum committee, but it will also lay dormant until it receives approval from the other two colleges Curriculum chairs. If it is college specific course, at the department level, Brian will move it forward to bypass the other two department chairs. When it gets to the Curriculum level, Brian will bypass the other two curriculum chairs. Brian asked the committee to review their departments courses that are still awaiting approval or seeing where they are at in the approval process.
4. Senate committee report: Brian Johnson went over the prior year report from the Curriculum committee to the senate. He asked the committee if there are any additional changes before he submits the new report. We need to update the departments for Math and Science and Kinesiology. Nikki Capps needs to be added in. Need to update the ASNC representative to Sarah Trujillo. We need assistance from the senate to provide help for vacancies.

Next Meeting: May 23, 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.

FEB 24 2017

GE changes

Fall 17

RIVERSIDE COMMUNITY COLLEGE DISTRICT

PROPOSAL FORM FOR REVISIONS to the COURSES in the GENERAL EDUCATION PROGRAM

Date of Request: 2/29/17

Faculty Member Responsible: V. SANCHEZ

College: Riverside City College, Norco College, Moreno Valley College

General Education Program Category: (designate only one) D

VI. A. Natural Sciences, B. Social and Behavioral Sciences, C. Humanities, D. Language and Rationality; VII. A. Health Education, VII.B. Self Development

Course Deletion Request. N/A. Course to Delete, Number and Title, Units, Reason for Deletion.

Course Addition Request. Course to Add: READING 4, Number and Title, Units: 3. Justification for Addition: Explain all "Criteria" that apply. (Add an additional page if needed.) SEE Narrative

College Received (initials and date): _____ DCC Approval: _____

Hi Kelly,
Here is the
cover sheet. I will
send the narrative to
Greg and Steve by
Monday. Vic

I didn't realize
he was sending it
to you directly on
Monday - so it
should be in your
email inbox then

- Kelly

Proposal Form for Revisions to the Courses General Education Program

Date: 2/15/17

Faculty Member Responsible: Victor Sandoval

College(s): Riverside City College

Moreno Valley College

Norco College

General Education Category: D (Language and Rationality)

Course Addition: Reading 4 Critical Reading as Critical Thinking Units: 3

Justification for Addition: Explain all Criteria that apply

Reading 4 (Critical Reading as Critical Thinking) is a degree credit course consisting of 54 hours of lecture centered on getting to students to understand the relationship between critical reading and critical thinking. Students will use reading skills in the interpretation, analysis, criticism, and advocacy of ideas encountered in persuasive academic reading.

Currently, Reading 4 satisfies the California State University General Education pattern and satisfies the CSU Critical Thinking Requirement. This course, however, is not included in the Riverside Community College District General Education Requirements section D (Language and Rationality)

The following courses satisfy the English Language and Communication and Critical Thinking Requirement for CSU:

- Communication Studies 1 or 1H, 9 or 9H
- English 1A or 1AH
- Philosophy 11
- Reading 4

The following courses satisfy the Language and Rationality section of the RCCD General Education pattern:

- Communication Studies 1 or 1H, 9 or 9H
- English 1A or 1AH
- Philosophy 11

Yet Reading 4 does not satisfy this requirement.

Reading 4 is a perfect course for potential CSU students who want to pursue elementary or secondary teacher preparation. In addition, Reading 4 also gives students who want to attend CSU an option to take a class that focuses on the reading of non-fiction and writing persuasive argument.

Making Reading 4 satisfy the Language and Rationality section RCCs General Education pattern will give students more options in their pursuit of graduation and transfer.

Report from the Curriculum Committee

Statement of Purpose:

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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. Ramirez, Dean of Instruction Office (Secretary)
- Rex Beck, Business, Engineering & Information Technology
- Nicole Capps, Communications
- Mitzi Sloniger, Communications
- LadyLyn Dominguez, Social & Behavioral Sciences
- Dr. Jason Parks, Dean of Instruction
- Dr. Kevin Fleming, Dean of Instruction, CTE
- Nicholas Franco, Social & Behavioral Sciences – Articulation Officer
- Dr. Teresa Friedrich Finnern, Sciences & Kin
- Dr. Monica Gutierrez, Sciences & Kin
- Celia Brockenbrough, Library
- Dr. Dominique Hitchcock, Arts, Humanities & World Languages

- Quinton Bemiller, Arts, Humanities & World Languages
- Jeff Mulari, Math
- Andy Robles, Math
- Sarah Trujillo, ASNC

Is this membership correct? **I corrected the membership list above.**

If not, what corrections need to be made? **none**

Is the committee satisfied with its membership? **yes**

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? **No, the curriculum committee approves courses and programs. Its purpose is not reflected in any of the objectives listed.**

If not, which Goals/Objectives should be removed? **all**

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

Please state what the committee has done or will do during the Fall 2015 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.

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

What assistance does the committee need from senate?

Help with filling membership vacancy in BEIT

Additional comments? **no**

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:	SPPC

Increase student satisfaction and importance ratings for student support services.	
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 to access courses; number of college units taken).	NC-JFK WKGRP (SSPC)
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 inclusiveness.	Legacy/LAC
Objective 5: Implement programs that support the safety, health, and wellness of our college community.	Safety