

UNOFFICIAL NORCO COLLEGE CURRICULUM COMMITTEE MINUTES

May 13, 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
Dr. Sigrid Williams Human & Public Services
Jeff Mulari Math, Engin.Comp. Sci.& Game Dvlpmnt - Alternate
Vivian Harris..... Library
Dr. Patrica Avila Counseling – Guidance Department
John Alpay..... Business and Management
Dr. Melissa Wilson Social and Behavioral Sciences
Dr. Jessica Dobson Communications, Humanities and Languages
Debra Karrer..... Dean of Instruction Office – IDC

Members Absent:

Dr. Courtney Doussett Dean of Instruction
Kim Kamerin Visual and Performing Arts
Vacant Applied Technologies and Apprenticeships
Abigail Tan ASNC
Nicholas Franco..... Articulation Officer

Guest: NONE

- A. Minutes March 25, 2025. MSC: M/ J. Dobson, S/ V. Harris * MSC: M/ J. Alpay, S/ V. Harris, 8-Yeas, 0 Nays, 0 abstain. Nicole removed the duplicate entry of Dr. Doussett from the absent list. April 8, 2025 minutes are unofficial as there was no quorum. Only discussion items were addressed.
- B. Agenda May 13, 2025 MSC: M/ J. Alpay, S/ T. Friedrich Finnern, 8-Yeas, 0 Nays, 0 abstain. * Added two more discussion items to agenda. MSC: M/ J. Alpay, S/ T. Friedrich Finnern for the amendment. 8-Yeas, 0 Nays, 0 abstain.
- C. Discussion items:
1. On the CurriQUnet Maverick website, there is a message about launch deadlines for the 26/27 catalog. More discussion about the launch dates and to make sure faculty are ready since there will be 13 courses in Phase 2A.
 - Common Course Numbering Courses: September 19, 2025.
 - CCN Approval Deadline for Facilitators and Chairs: September 26, 2025
 - All other Proposals (Courses and Programs): October 3, 2025
 - Approval Deadlines for Facilitators and Chairs: October 10, 2025.

2. Creative Collaboration Now: Common Course Numbering Updates PowerPoint attachment. Also listed on Curriculum committee website under 'Link to State Resources'. Phase 2A are 13 courses. AHS-1, AHS-2/2H, ECO-7/7H, ECO-8/8H, ENGL-1B/1BH, HIS-6/6H, HIS-7/7H. September 19th the CCN numbers to these courses need to be launched in CurriQuNet.
3. Curriculum Institute 2025 Conference. Wed. July 9th through Saturday July 10, 2025. Last day to register online is July 2, 2025 at 5:00 pm. Here is the link for those that are interested in attending: <https://asccc.org/events/2025-curriculum-institute> Nicole Brown announced that she will be attending.
4. WKX- Work Experience Courses – Brian Johnson discussed what District Curriculum Committee (DCC) that Casandra Greene and Kelly Douglass are working on. Work experience courses are out of compliance. Casandra spoke with faculty at RIV and recommended making a single course for common discipline areas, such as AUB, AUT, EST, AIR, and WEL. The course would have a cross-discipline so any faculty from the area can teach it. The hope is this would reduce the number of work experience courses and help fill them. The course needs to be revised to align with the 54 credit-hour calculation with 1 to 14 variable units. They also need to determine who owns the WKX course. To see which college uses the WKX course more frequently. The Norco Curriculum committee discussed their reasons why they want to keep specific discipline WKX courses and asked Brian Johnson to ask DCC how to handle the low enrollment WKC discipline specific courses.
5. Survey of Effectiveness Results – Brian Johnson went over the results from the survey and committee agreed for Brian Johnson to complete the final form to submit.
6. Discipline Origination Permissions. Bryan Medina will begin putting together a list to be reviewed by the committee of remaining faculty, their origination permissions, and identifying which permissions should be removed.

Action Items:

- D. Distance education modification: These were held at the 4/8/25 meeting as there wasn't quorum to vote, and the 4/22/25 meeting was cancelled.
Items 1-2 taken together. MSC: M/ J. Dobson, S/ J. Mulari, 8-Yeas, 0 Nays, 0 abstain.
 1. COMM-C1000DE Introduction to Public Speaking *MNR
 2. HUM-9DE American Voices *NR
- E. Course Major Modification: Items 1-3 taken together. MSC: M/ J. Dobson, S/ J. Mulari, 8-Yeas, 0 Nays, 0 abstain.
 1. ELC-73 Electric Motors and Transformers
 2. ELE-73 Electric Motors and Transformers
 3. MAN-73 Electric Motors and Transformers

F. Norco College Information item: NONE

G. RCC and MVC Information Items:

1. Program Modification:
 - a) MAT Mathematics 2.0 *M There is an updated version of the TMC (Transfer Model Curriculum) template available, updating the ADT in Mathematics program to the most current version template.
2. New Program:
 - a) ACC Income Tax Preparer *R This tax preparer preparation program provides students with the knowledge to prepare individual, small business, and payroll tax returns and obtain entry-level positions as tax preparers or bookkeepers.
3. Course Inclusion:
 - a) ENGL-8 Introduction to Mythology *M English 8 is cross-listed with Humanities 8, a course which already exists in the MVC Catalog. Including English 8 will enhance enrollment and make the course to interested English instructors. The Humanities discipline has adequate staffing to ensure regular offerings as necessary.

H. Open Forum: NONE

Adjourned: 2:48 pm

Next Meeting: May 27, 2025 *	
2024	2025
08/27/24	JAN- No MTG.
09/10/24	02/25/25
09/24/24	03/11/25
10/08/24	03/25/25
10/22/24	04/08/25
11/12/24	04/22/25
11/21/24 *	05/13/25
DEC. No MTG	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.



APRIL 24 - 26, 2025
HYBRID EVENT | HYATT REGENCY IRVINE

**SPRING PLENARY
SESSION**

ACADEMIC SENATE FOR
CALIFORNIA COMMUNITY COLLEGES

Creative Collaboration Now: Common Course Numbering Updates

Cheryl Aschenbach, ASCCC President
Michelle Grimes-Hillman, CCCCCO CCN Consultant
Krystinne Mica, CAE, ASCCC Executive Director

Description



Implementation of common course numbering is not possible without the collaboration and efforts of faculty. Join presenters for an update on common course numbering efforts, including the latest on Phase I course articulations, Phase II template releases and timelines, Phase III efforts currently underway, and early planning for subsequent phases. This engaging session is an opportunity to ask questions, discuss local implementation strategies, and consider how best to engage faculty locally and statewide in on-going efforts.



Overview

- Context and Background
- Updates:
 - Phase I
 - Phase II
 - Phase III
- Articulation
- Next Steps
- Local Actions
- Resources
- Q&A



**COMMON
COURSE
NUMBERING**

**Same
course
number.**

**Every
community
college.**

Why Common Course Numbering?

- Credit mobility and equitable baccalaureate attainment
- Current course numbering varies. Articulation processes are cumbersome. Results vary by college.
- Students deserve to have consistent information when choosing and articulating course work
- It is the law: Education Code 66275, amended by AB 1111 (2021, Berman)
 - “(a) (1) To streamline transfer from two- to four-year postsecondary educational institutions and reduce excess credit accumulation, on or before July 1, 2027, both of the following shall occur:
 - (A) The California Community Colleges shall adopt a common course numbering system for all general education requirement courses and transfer pathway courses.
 - (B) Each community college campus shall incorporate common course numbers from the adopted common course numbering system in its catalog.
 - (2) The common course numbering system shall be student facing...and ensure that comparable courses across all community colleges have the same course number.”



Background and Vision

- AB 1111 Common Course Numbering Task Force (Sept. 2022 – Dec. 2023)
 - Intersegmental and cross-function membership
 - Report and Recommendations (2023)
- Common Course Numbering Project
 - Task: Implement recommendations from Task Force
 - Plan to use a phased approach for development of templates and student-facing implementation
- Vision of system-level articulation from community colleges to universities using CCN Course Templates for:
 - Common transferability from all CCCs
 - Common General Education applicability from all CCCs
 - Consistent course-to-course articulation from all CCCs
 - Potential for more consistent major prep articulation



CCN Course Templates

Course Outline of Record Element	
Subject Code & Course Number	Identical
Course Title	Identical
Lecture & Lab Units	Adheres to an Established Minimum
Course Description	Part 1: Identical Part 2: Optional Expanded Details
Prerequisites, Corequisites	Identical
Course Content	Part 1: Identical Part 2: Optional Expanded Details
Course Objectives/Outcomes	Part 1: Identical Part 2: Optional Expanded Details
Methods of Evaluation, Textbooks (Representative Samples)	Part 1: Identical Part 2: Optional Expanded Details



CCN Implementation Updates

Phases include 3 parts:

- Development by intersegmental faculty of CCN templates for each phase
- Local curriculum revision to incorporate template info into CORs; submission to COCI and ASSIST
- CSU, UC, and independent college and university review updated CORs for transferability, general education, and articulation



Phase I Updates

- 14 templates developed to be implemented Fall 2025
 - 6 highest enrolled courses
 - 8 honors versions, plus 2 embedded support versions
- Colleges submitted to COCI and ASSIST in December
 - Awaiting UC, CSU, independent review for Cal-GETC, course-to-course articulation
- Local preparations for student-facing implementation
 - Curriculum revisions: CORs, programs, pre-requisites, etc
 - Technology system impacts
 - Student-facing: catalogs, schedules, transcripts, communications, faculty syllabi
 - Communicating to students about changes



Phase II Updates

- 23 total courses
 - 8 templates released March 2025 for implementation by Fall 2026
 - 15 templates being finalized for implementation by Fall 2027
 - Additional post-development survey opportunity open now
 - Release by Chancellor's Office by early June
- Colleges are beginning COR review and revision processes
- Articulation
 - Submit to COCI at any point; no deadline like with Phase I
 - Submit updated CORs for UC transferability in Summer 2026
 - Submit for Cal-GETC in December 2025



Phase III Updates

- Templates to be developed for 47 courses
 - Intersegmental discipline workgroup (CCNFW) convenings in June
 - Pre-survey period closed 4/15; post-survey period to be held late summer/early fall term with CCNFWs re-convening in October
 - Templates to Chancellor's Office in December; CO public release to follow
 - Phase III courses to be implemented by Fall 2027
- CCNFWs
 - 18 workgroups, each w/ 12 CCC faculty and up to 6 total UC, CSU, and independent college and university faculty



Articulation Updates

- Conversations about the CCN articulation vision are on-going with UC and CSU
- Segment updates:
 - UC
 - Campuses have access to CCN templates from Phase I and available Phase II templates
 - Campuses may consider adopting a two-year phase out in instances of course-to-course articulation denials
 - UC TCA submission for Phase I CCN-aligned CORs postponed – due summer 2025
 - UC TCA submission for Phase II CCN-aligned CORs postponed – due summer 2026
 - CSU
 - Campuses have been asked, and have agreed, to review the templates for course-to-course articulation for Phase I



Next Steps

- CCN Council discussing “tipping point”: when will we have enough CCNs?
- Early planning for Phases IV+ template development
- Awaiting CSU, UC articulation feedback for Phase I courses to determine what, if any, revisions are needed to templates
- Early planning for state-level template review and update cycles
- Advocacy for funding
 - On-going to continue implementation and sustain curriculum currency (all segments)
 - Dedicated ASSIST funding



Local Actions

- As needed, help students and colleagues understand why some course numbers are different and what the intent of the project is
- Converse with department colleagues about curriculum revisions, including Part 2 of CCN elements
- Update course documents with new course numbers and titles
- Continue to provide faculty input to ASCCC CCN course surveys: pre-template development and post-template development feedback is vital!



Resources

[Chancellor's Office CCN Project webpage](#)

- Task Force report, implementation information
- CCN Course Templates
- Memos
- Webinar recordings and slide decks

[ASCCC Information and Faculty Engagement webpage](#)

- CCN and ASCCC's role in the project
- Phases I, II, and III, including courses
- Open surveys
- Faculty engagement in CCN efforts
- ASCCC CCN Updates





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SPRING PLENARY SESSION

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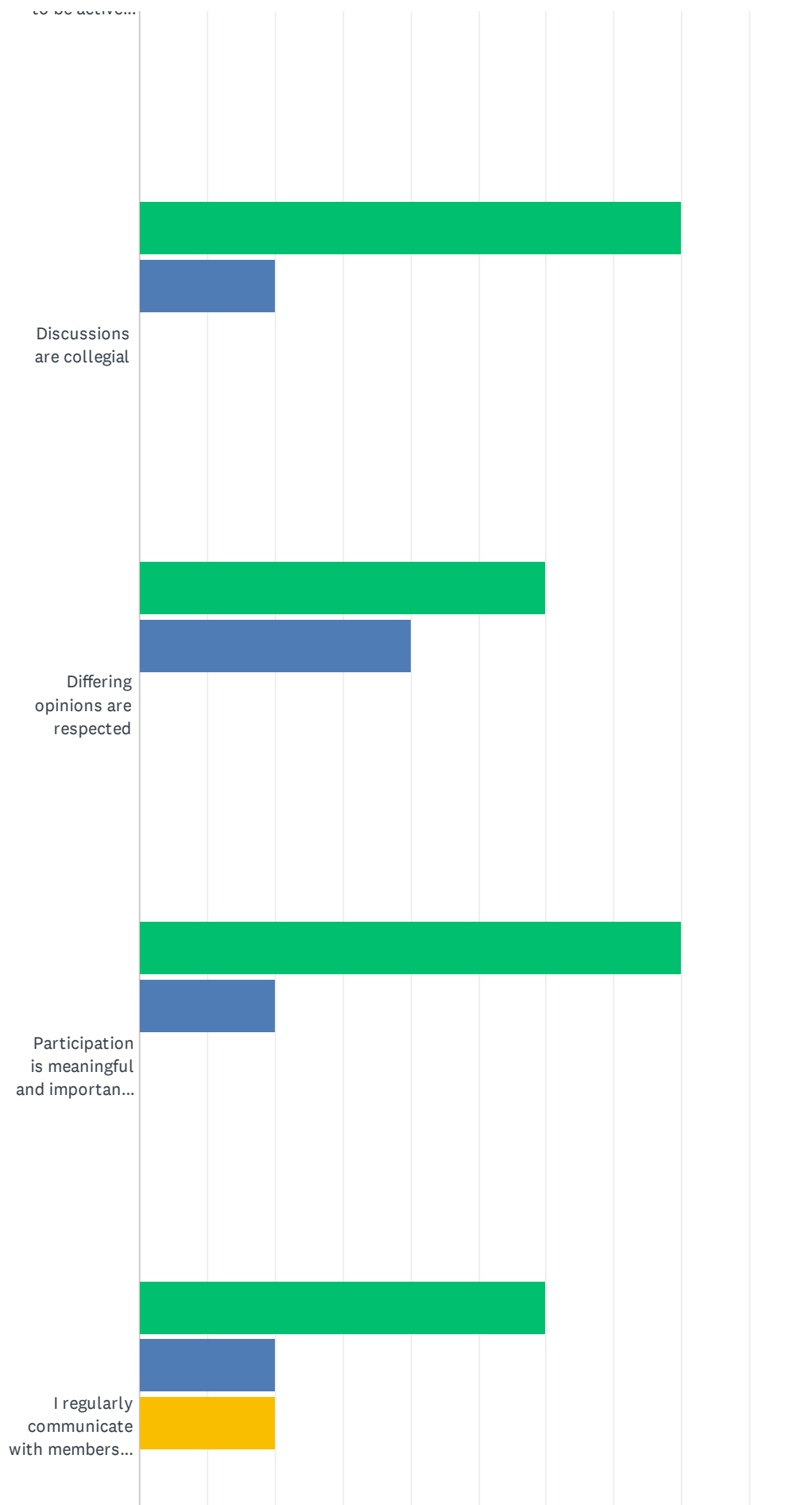
Questions?
ccnsupport@asccc.org
transfer@cccco.edu
info@asccc.org

Q1 Please rate your level of agreement with the following statements for the governance entity selected above:

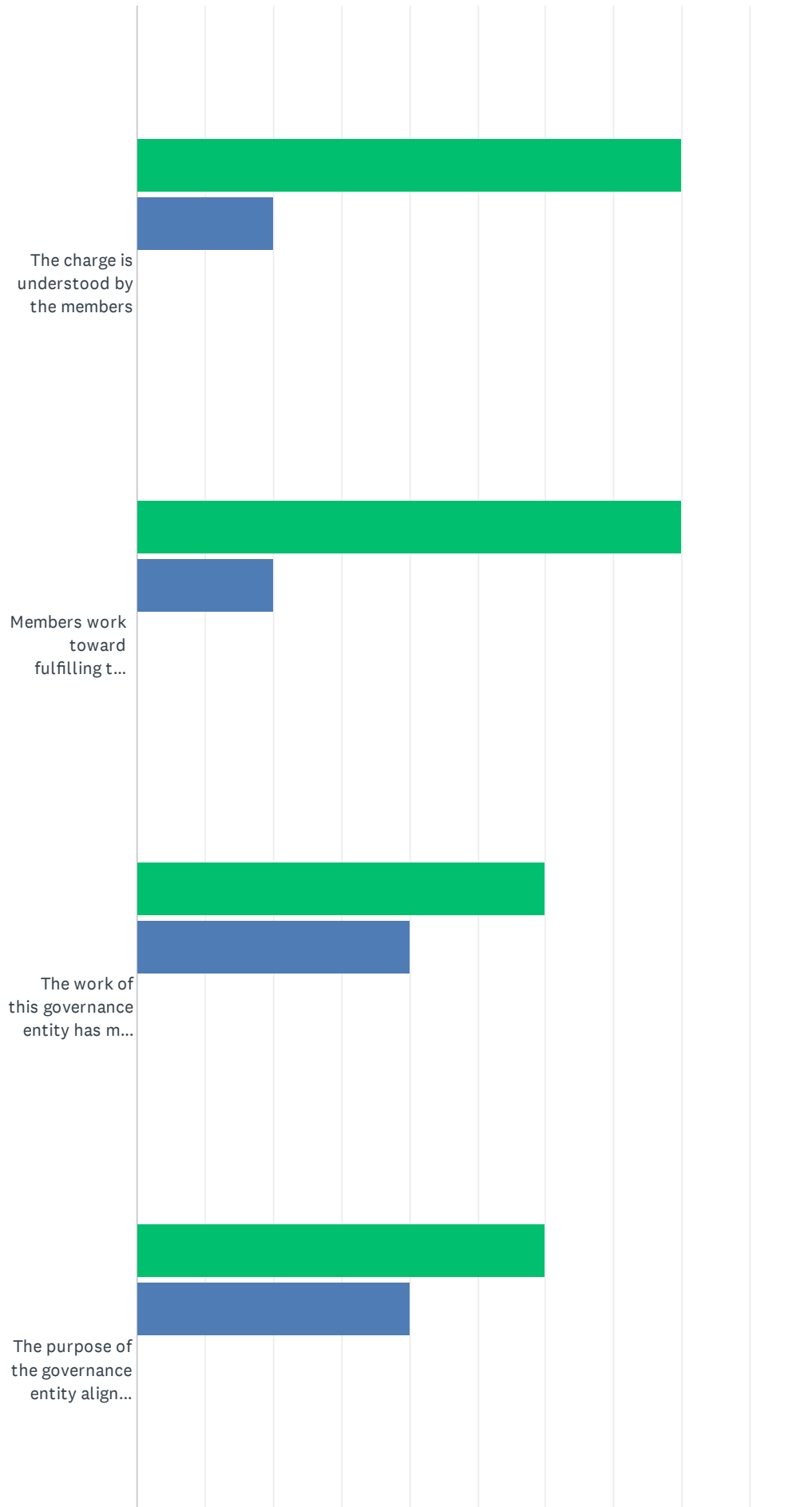
Answered: 5 Skipped: 0



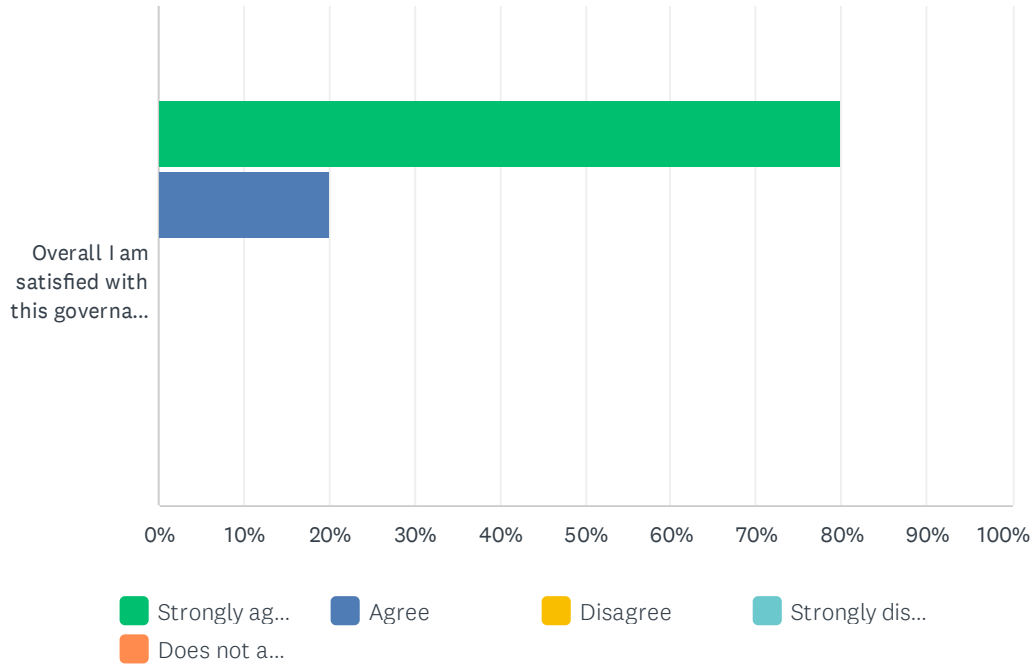
Curriculum Committee Survey of Effectiveness



Curriculum Committee Survey of Effectiveness



Curriculum Committee Survey of Effectiveness



	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	DOES NOT APPLY	TOTAL
Agenda and minutes are provided far enough in advance of meetings	100.00% 5	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5
Agenda items are completed within the meeting time	100.00% 5	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5
Members are given adequate information to make informed recommendations or decisions	100.00% 5	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5
All members are encouraged to be actively involved	60.00% 3	40.00% 2	0.00% 0	0.00% 0	0.00% 0	5
Discussions are collegial	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5
Differing opinions are respected	60.00% 3	40.00% 2	0.00% 0	0.00% 0	0.00% 0	5
Participation is meaningful and important to me	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5
I regularly communicate with members of the constituent group I represent regarding key issues discussed and actions taken during meetings	60.00% 3	20.00% 1	20.00% 1	0.00% 0	0.00% 0	5
The charge is understood by the members	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5
Members work toward fulfilling the charge	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5
The work of this governance entity has made an impact on its assigned EMP Goals or KPIs	60.00% 3	40.00% 2	0.00% 0	0.00% 0	0.00% 0	5
The purpose of the governance entity aligns well with the college mission	60.00% 3	40.00% 2	0.00% 0	0.00% 0	0.00% 0	5
Overall I am satisfied with this governance entity's performance	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5

Q2 Is there something that you would recommend to help the committee function more effectively?

Answered: 1 Skipped: 4

#	RESPONSES	DATE
1	Nope! It's very efficient	2/26/2025 12:52 PM