

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.