

# NORCO COLLEGE

## CURRICULUM COMMITTEE MINUTES

October 24, 2023 - 2:00 pm  
ZOOM for non-voting members and OC\*116 for voting members

<https://rccd-edu.zoom.us/j/86274477579?pwd=bkhIZVBJRDlkZE1CNTR3WVpQYzBYZz09>

Brian Johnson chaired the meeting.

### Members Present:

Brian Johnson..... Math, Engineering, Comp. Sci & Game Development – Curriculum Chair  
Nicole C. Brown.....Office of Academic Affairs  
Jeff Mulari ..... Math, Engineering, Computer Sci.& Game Development  
Dr. Suzanne Witmer ..... Natural Sciences, Health and Kinesiology  
Dr. Nancy Quinones ..... Social and Behavioral Sciences  
Jessica Dobson..... Communications, Humanities & Languages  
Nicholas Franco..... Articulation Officer  
Lisa Martin..... Counseling  
Vivian Harris ..... Library  
Daniel Hennessey ..... ASNC

### Members Absent:

Dr. Quinton Bemiller ..... Dean of Instruction  
Dr. Carol Farrar ..... Interim Vice President of Academic Affairs  
Dr. Peggy Campo ..... Interim Dean of Instruction  
John Alpay..... Business and Management  
Debra Karrer..... Dean of Instruction Office – IDS

### Guest:

Elisa Chung - Math, Engineering, Computer Sci.& Game Development

- A. Agenda October 24, 2023. MSC: M/ J. Dobson, S/ J. Mulari \* 6-Yeas, 0 Nays, 0 abstain.
- B. Minutes October 10, 2023 MSC: M/ S. Witmer, S/ L. Martin \* 6-Yeas, 0 Nays, 0 abstain.
- C. Discussion items:
  1. Program Discontinuance policy and procedures – AP 2021  
[https://www.rccd.edu/bot/Board\\_Policies/Chapter%202%20-%20Academic%20Affairs/2021.pdf](https://www.rccd.edu/bot/Board_Policies/Chapter%202%20-%20Academic%20Affairs/2021.pdf) Dr. Farrar will discuss at the next meeting.
  2. Curriculum survey of effectiveness – Reporting of the results. Brian Johnson went over the results with the committee. See attached report.

### Action Items:

- D. Curriculum committee membership for Library and CHL department. CHL alternate is Mitzi Sloniger, Library representative is Miguel Castro. MSC: M/ J.

Dobson, S/ S. Witmer \* 6-Years, 0 Nays, 1 abstain. Library will need an alternate and Vivian Harris stated she will be the alternate for the Fall term.

- E. Course Inclusion: Items 1-9 taken together. MSC: M/ L. Martin, S/ J. Mulari \* 6-Years, 0 Nays, 0 abstain
1. ART-31 Introduction to Exhibitions: History, Theory, and Practice \*MN \* Needs to add AHS-31 to the cross-listing. Brian will notify the department.
  2. KIN-12 Sport Psychology \*N
  3. KIN-A42 Karate, Advanced \*N
  4. MUS-29 Concert Choir \*N
  5. MUS-55 Community Concert Band \*N
  6. MUS-56 Intersession Concert Band \*N
  7. MUS-855 Concert Band for Older Adults \*N
  8. MUS-95 Community Symphony Band \*N
  9. MUS-P77 Advanced Guitar Ensemble \*N
- F. General Education Modification: Items 1-4 taken together. MSC: M/ J. Dobson, S/ S. Witmer \* 6-Years, 0 Nays, 0 abstain
1. MAT-15 Statway II \*MNR
  2. MAT-35 Intermediate Algebra \*MNR
  3. MAT-53 College Geometry \*MNR
  4. MAT-70B Statistics for STEM \*MNR
- G. New Course:
1. AHS-31 Introduction to Exhibitions: History, Theory, and Practice \*MNR MSC: M/ J. Dobson, S/ L. Martin \* 6-Years, 0 Nays, 0 abstain. Not listing ART-31 cross-listing in COR.
  2. ENG-66 Queer Voices: A Survey of LBTQIA2+ Literature \*MNR MSC: M/ S. Witmer S/ N. Quinones \* 6-Years, 0 Nays, 0 abstain
  3. KIN-A37 Self-Defense \*N MSC: M/ S. Witmer, S/ J. Mulari \* 6-Years, 0 Nays, 0 abstain
  4. MUS-870 Guitar Lab Ensemble for Older Adults \*MN MSC: M/ J. Dobson, S/ S. Witmer \* 6-Years, 0 Nays, 0 abstain
- H. Major Course Modification: Items 1-6 taken together. MSC: M/ J. Mulari, S/ J. Dobson \* 6-Years, 0 Nays, 0 abstain
1. ACC-1A Principles of Accounting I \*MNR
  2. ACC-1B Principles of Accounting II \*MNR
  3. ACC-62 Payroll Accounting \*MNR
  4. ACC-66 Non-Profit and Governmental Accounting \*NR
  5. ACC-802 Monthly Procedures using QuickBooks \*MNR
  6. ACC-803 Year End Procedures with QuickBooks \*MNR
  7. ADJ-1 Introduction to the Administration of Justice \*MNR MSC: M/ J. Dobson, S/ L. Martin \* 6-Years, 0 Nays, 0 abstain
  8. ANT-16 Field Methods in Archaeology \*MNR MSC: M/ S. Witmer, S/ N. Quinones \* 6-Years, 0 Nays, 0 abstain
  9. ANT-6 Introduction to Archaeology \*MNR MSC: M/ S. Witmer, S/ N. Quinones \* 6-Years, 0 Nays, 0 abstain
  10. ART-22 Two Dimensional Design \*MNR MSC: M/J. Dobson, S/ L. Martin \* 6-Years, 0 Nays, 0 abstain. **This affects two ADTS.**

11. ART-26 Beginning Painting \*MNR MSC: M/J. Dobson, S/ L. Martin \* 6-Yeas, 0 Nays, 0 abstain. **This affects two ADTS.**
12. ENG-885 Writing Clinic \*NR MSC: M/J. Dobson, S/ N. Franco \* 6-Yeas, 0 Nays, 0 abstain.
13. GUI-45 Introduction to College \*MNR MSC: M/S. Witmer, S/ L. Martin \* 6-Yeas, 0 Nays, 0 abstain.
14. GUI-47A Introduction to Career Exploration \*MNR MSC: M/S. Witmer, S/ L. Martin \* 6-Yeas, 0 Nays, 0 abstain.
15. HUM-10 World Religions \*MNR MSC: M/J. Dobson, S/ L. Martin \* 6-Yeas, 0 Nays, 0 abstain.
16. HUM-10H Honors World Religions \*MNR MSC: M/J. Dobson, S/ L. Martin \* 6-Yeas, 0 Nays, 0 abstain.
17. PSY-9 Developmental Psychology \*MNR MSC: M/J. Mulari, S/ J. Dobson \* 6-Yeas, 0 Nays, 0 abstain. Methods of evaluation are generic.

**I. Program Modification:**

1. KIN- Kinesiology, Health and Wellness \*MNR MSC: M/J. Mulari, S/ J. Dobson \* 6-Yeas, 0 Nays, 0 abstain.
2. MAT- Math and Science \*MNR MSC: M/J. Dobson, S/ S. Witmer \* 6-Yeas, 0 Nays, 0 abstain.

**J. Norco College Information Item:**

Course Minor Modification:

1. ARA-1 Arabic 1
2. ASL-1 American Sign Language 1
3. BUS-18A Business Law I
4. BUS-18B Business Law II
5. BUS-20 Business Mathematics
6. BUS-22 Management Communications
7. BUS-80 Principles of Logistics
8. CHI-1 Chinese 1
9. CHI-11 Chinese Culture and Civilization
10. CHI-2 Chinese 2
11. ENP-53 Money, Finance and Accounting for Entrepreneurs
12. ENP-54 Business Model Canvas and Presentations for Entrepreneurs
13. ENP-55 Entrepreneurial Simulation - Capstone
14. ENP-70 Building an Entrepreneurial Team
15. ENP-71 Solopreneurship
16. ENP-853 Money, Finance and Accounting for Entrepreneurs
17. ENP-854 Business Model Canvas and Presentations for Entrepreneurs
18. ENP-855 Entrepreneurial Simulation - Capstone
19. ENP-870 Building an Entrepreneurial Team
20. FRE-1 French 1
21. FRE-2 French 2
22. MAG-44 Principles of Management
23. MAG-53 Human Relations
24. MKT-20 Principles of Marketing
25. MKT-40 Advertising
26. MKT-41 Techniques of Selling
27. MKT-42 Retail Management

- 28. MUS-P70 Guitar Lab Ensemble II
- 29. PDS-801 Leadership Skills
- 30. PDS-802 Supervisory Skills

**K. RCC and MVC Information Items:**

**L. Course major and minor modification:**

- i. AUT-13B Advanced Hybrid and Electric Vehicle Technology
- ii. AUT-1A Automotive Engine Repair (Upper End)
- iii. AUT-1B Automotive Engine Repair (Lower End)
- iv. AUT-2 Automotive Automatic Transmission/Transaxles
- v. AUT-3 Automotive Manual Drivetrain Systems
- vi. AUT-4A Automotive Steering and Suspension
- vii. AUT-4B Advanced Suspension and Brake Systems
- viii. AUT-5 Automotive Brakes
- ix. AUT-50 Automotive Principles
- x. AUT-6A Automotive Electrical Systems 1
- xi. AUT-6B Automotive Electrical Systems 2
- xii. AUT-7 Automotive Heating and Air Conditioning
- xiii. AUT-801 ASE Test Preparation- Engine Repair
- xiv. AUT-802 ASE Test Preparation- Automatic Transmission/ Transaxle
- xv. AUT-803 ASE Test Preparation- Manual Drive Train and Axles
- xvi. AUT-804 ASE Test Preparation - Suspension and Steering
- xvii. AUT-805 ASE Test Preparation- Brakes
- xviii. AUT-806 ASE Test Preparation- Electrical/Electronic Systems
- xix. AUT-807 ASE Test Preparation- Heating and Air Conditioning
- xx. AUT-808 ASE Test Preparation- Engine Performance
- xxi. AUT-811 ASE Test Preparation- Advanced Engine Performance
- xxii. AUT-8A Automotive Engine Performance 1
- xxiii. AUT-8B Automotive Engine Performance 2
- xxiv. AUT-8C Automotive Emission Controls
- xxv. BAK-48 Dietary Baking
- xxvi. COS-61A Level I Cosmetology Instructor Concepts A
- xxvii. COS-61B Lev II Cosmetology Instructor Concepts B
- xxviii. NNA-79 Medical Terminology for Healthcare Professionals
- xxix. NNA-80 Nursing Assistant Training Program (NATP)
- xxx. NNA-80A Nursing Learning Laboratory
- xxxi. NNA-86 Acute Care Nurse Assistant
- xxxii. NRN-93 Calculations for Healthcare Providers
- xxxiii. NVN-55A Vocational Nursing Practice and Nutrition Across the Lifespan
- xxxiv. NVN-55B Principles of Pathophysiology
- xxxv. NXN-78 Pharmacology in Clinical Nursing Practice
- xxxvi. NXN-84 Preparing for Success in Nursing School
- xxxvii. COS-60F Remedial Training Course
- xxxviii. COS-70B Level II Makeup and Hair Removal Concepts
- xxxix. COS-90B Level II Clinic Floor Concepts
- xl. EMS-41 Emergency Medical Responder
- xli. EMS-50 Emergency Medical Technician
- xl.ii. EMS-51 Emergency Medical Services-Basic Clinical/Field
- xl.iii. EMS-60 Patient Assessment and Airway Management
- xl. iv. EMS-61 Introduction to Medical Pathophysiology

xliv.	EMS-62	Emergency Pharmacology
xlvi.	EMS-63	Cardiology
xlvii.	EMS-70	Trauma Management
xlviii.	EMS-71	Clinical Medical Specialty I
xliv.	EMS-80	Medical Emergencies
1.	EMS-81	Special Populations
li.	EMS-82	Special Topics
lii.	EMS-83	Clinical Medical Specialty II
liii.	EMS-90	Assessment Based Management
liv.	EMS-91	Paramedic Field Internship
lv.	FIT-1	Fire Protection Organization
lvi.	NRN-6	Nursing Learning Laboratory
lvii.	NRN-7	Nursing Learning Laboratory
lviii.	NRN-8	Nursing Learning Laboratory
lix.	SPA-2H	Honors Spanish 2

**M. Course Exclusion:**

- i. PHI-22 Philosophy of Science
- ii. PHI-36 Asian Philosophy
- iii. POL-3 Intro to Politics

**N. Course Inclusion:**

- i. ADM-63B Design for Electronic Publication
- ii. ADM-71B Adobe Photoshop, Advanced
- iii. ADM-77B Adobe Illustrator, Advanced
- iv. ANT-10 Forensic Anthropology
- v. HUM-18 Walking with the Dead: An Interdisciplinary Perspective on Death and Dying

**O. Distance Education:**

- i. ACC-19DE Volunteer Income Tax Assistance Tax Training
- ii. ACC-19LDE Volunteer Income Tax Assistance Tax Preparation Lab
- iii. ACC-40DE Accounting for Managers
- iv. ACC-819LDE Volunteer Income Tax Assistance Tax Preparation Lab
- v. ENP-30DE QuickBooks Online for Entrepreneurs

**P. New Course:**

- i. FIT-S3B1 Fire Control 3: Structural Firefighting

**Q. New Program:**

- i. BAK- Advanced Professional Skills in Baking & Pastry Arts
- ii. BAK- Advanced Professional Skills in Baking & Pastry Arts
- iii. BAK- Intermediate Professional Skills Baking & Pastry Arts
- iv. BAK- Intermediate Professional Skills in Baking & Pastry Arts
- v. BAK- Introduction to Professional Skills in Baking & Pastry Arts
- vi. BAK- Introduction to Professional Skills in Baking & Pastry Arts
- vii. BAK- Professional Skills of Baking & Pastry Arts
- viii. BAK- Professional Skills of Baking & Pastry Arts
- ix. HCA- Anesthesia Technology
- x. NNA- Acute Care Nursing Assistant
- xi. NNA- Home Health Aide

- xii. SJS- Social Justice Studies: Asian American Studies
- xiii. SJS- Social Justice Studies: Black Studies
- xiv. SJS- Social Justice Studies: Chicanx and Latinx Studies
- xv. SJS- Social Justice Studies: Ethnic Studies
- xvi. SJS- Social Justice Studies: LGBTQ+ Studies
- xvii. SJS- Social Justice Studies: Native American and Indigenous Studies

**R. New Discipline:**

- i. HCA- Healthcare Ancillaries
- ii. PUB- Public Health Science

**S. Program Modification:**

- i. ADJ- Administration of Justice/Basic Public Safety Dispatch
- ii. COS- Cosmetology Instructor Training
- iii. ENG- English
- iv. NNA- Nursing Assistant
- v. NVN- Vocational Nursing
- vi. PAL- Law, Public Policy, and Society
- vii. PHI- Philosophy
- viii. POL- Political Science

**T. Open Forum: NONE**

**U. Adjourned: 3:25 p.m.**

**2023 – 2024 Meeting schedule:**

<b>2023</b>	<b>2024</b>
<del>09/12/23</del>	JAN- No MTG.
<del>09/26/23</del>	02/20/24
<del>10/10/23</del>	03/12/24
<del>10/24/23</del>	03/26/24
<b>11/14/23</b>	04/23/24* One meeting this month due to spring break.
11/28/23	05/14/24
DEC. No MTG	05/28/24

## 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.