

District Curriculum Coordinating Committee (DCCC)

November 22, 2024

2:30 p.m. to 4:30 p.m.

Teleconference Meeting Locations:

District Office: Chancellor's Conference Room

Ethan Way: Rm 232

SCC main campus: LRC 112, RHN 257, 258, RHN 144

SCC Davis Center (1720 Jade St, Davis): open area

FLC main campus: FL2 124, FL1 13

CRC main campus: CC-262, SOC 128, LRC 153

ARC main campus: HH 109, Counseling Center, FA 517C

Zoom Conference Link: <https://lrccd.zoom.us/j/82495266063>

Supporting Materials: [District Curriculum Coordinating Committee 2024-25](#)

Members:

Shannon Gilley (AO), Paula Cardwell (DAS), Jamey Nye (Deputy Chancellor) or Frank Kobayashi(DO)

ARC: Aaron Bradford (Chair), Andrew Halseth (Vice-Chair), Megan Bevens, Angela Milano (alt: Doug Herndon)

CRC: Karl Zoller (Chair), Jorge Baca, Robert Montanez (alt: Michael Lawlor), William Madden

FLC: Danny Siegfried (Chair), Andi Hicks, Monica Pactol (alt: Carlos Lopez), Juanna Ruiz?

SCC: Renee Medina (DCCC Chair, Chair), Duane Leonard, Kandace Knudson, Devoun Stewart (alt: Rose Giordano or Deb Saks)

Attendees:

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes from October 25, 2024
- IV. Announcements/Updates
 - A. Welcome guests; Public Comment
 - B. Meeting Note Taker today is **SCC -notes highlighted**
ARC takes notes 1.24
 - C. DCCC meeting dates for 2024-25: ~~8/30, 9/27, 10/25, 11/22~~, 1/24, 2/28, 3/28, 4/25
 - D. Chair's Report

- i. Title 5 changes: IDEAA (DEI) in the COR
Perhaps discussion in spring on how we formalize this
- ii. Board Reports are not being sent after the BOT meets.
Curric Chairs: Set reminder to catalog stuff after the board approves (there is no current reminder)
- iii. If an outline is open in Socrates it will not auto-update.
Phil knows, now fixed, but watch as we start cataloging things. Let Renee know if it does not auto-update
- iv. CCN templates update in real time.

V. Curriculum Proposals:

A. Courses/Programs by College

(All Courses/Programs are organized by college and listed at the end of this agenda.)

ARC

CRC

FLC

SCC

ARC – Plumbing courses for apprenticeship. Designator approved last year. The programs, deleting two prior GE certs. For CSUGE and IGETC, and created CalGETC for students – approved, no abstentions

CRC – new courses, and cert being deleted. Math 384, all colleges are doing something different. Danny moves to approve, William seconds.

FLC – few deletions, BIO. expand Ethnic studies to expand AA and develop ADT. Shannon moves to approve, Aaron seconds

SCC – new to college MathS11 open exit lab, more targeted than mathlab, bought a bunch of licenses so students can get targeted remediation, open to all courses that have math; need a second course because a student needs even more = successful. Air Trafficcontrol, expanded program, students no longer will go to FAA, will be able to complete program at SCC. Barbering is new, expanding Cosmo, not cross listed but almost identical. Flight Tec, another new aviation program coming through, students will take flight lessons, coming out of the program with pilot license. Barbering program, and new CalGETC cert.

Kandace approves, Duane seconds

No one opposed or had abstentions for any of the votes.

B. Status of Collaboration Requests

Updated yesterday. Math 333 and Support class 33–change in titles. This is now a C-ID course for liberal arts majors. Stats 10 needs to change title to match CCN and will hopefully be ready by first catalog extract date.

C. Course Designator/Thematic Block Requests

- a. FLC - AI Artificial Intelligence (1st reading). Some courses are moving from Data Science
- b. SCC - OESH Occupational and Environmental Health and Safety (2nd reading)
- c. ARC - CDCR Ca Dept of Corr & Rehab (2nd reading)

d. ARC - ENGR Thematic Block: 40-49 (2nd reading)

FLC, motion to Andrea approve Juana seconds, move to second for change in rules to provide second reading vote. Approved, no no's or abstentions

~~SCC, OESH,~~

~~ARC, CDCR, we did these~~

~~ARC, ENGR, we did these~~

VI. Action Item(s)

A. Cross listing CCN courses (HONOR versions)

For CRC: Cross listing courses into honor designators can't be done per Renee because of CCNs. Phil is working on how this is cataloged in Socrates. Currently, you need to ask Phil directly to crosslist these because only he has permissions for making a course appear in 2 departments. You might need to discuss how to delete currently crosslisted courses, Karl from CRC will bring this to discuss with the chairs to figure out next steps. Consensus of the group is that we CANNOT crosslist CCNs. One of the pair must therefore be deleted more than likely. As it is organized now, they will live in one dept. Now (multiple profs. Can be listed as instructors).

RM: We would need more direction from CCN council, as the idea is to have a single designator title, but phase 2 has at least one course that is crosslisted. This is a function in Peoplesoft (not Canvas—that's an instructor-driven, section-combining separate from SOCRATES).

Admin side (Tanya), Deans will need to be aware of who is teaching what with crosslisted teaching permissions.

Andrea, would we be looking for alignment? Or can college do it differently?

RM: it might be too soon to ask this question.

B. District CCN Project Coordinator

Committee endorses .2 for district coordinator. Voted yes by consensus

C. Local CCN Project Coordinator

The above two are discussed together.

College level coord. Discipline faculty are doing work, but requires a lot of organization. District recognizes a district level coord. needs to exist. There is extra point two for DCCC chair (for working in google drive, etc, and the # of departments multiplies each semester). RM will put the job description together. Reassigned time might be split in spring. RM looking for stamp of approval.

More controversial: local level needed as well. SCC's VPI agrees. RM took job description for curric. Chair and edited it in [this description](#). We want to endorse this position, so VPIs know this money needs to be carved out. Is it .2 or more? Several folks feel should be more than .2, as a LOT of work happens with local chairs. Problem with .4 is that goes over 1.0 for curric chairs, who will be paid extra on an ESA. RM looking at option to bank overtime, on schedule B.

Alisa mentions it is an option to have two people work together.
Curric chairs should have right of refusal, offer to curric. Chair. then advertise.
Each college should be able to figure out FTE, Alisa thinks we should request the same for each. If refused, further discussion can happen.
Committee endorses .4 for local coordinator. Voted yes by consensus

Carlos likes position description for local, and suggests district needs less Socrates awareness more project management experience.

D. R-7241

This policy is making its way through the board (1st reading). AOs [put together a draft](#), referencing sections in policy, to expand on it. Renee is looking for a good sentence to explain these changes (1.1). Renee is walking us through the suggested additions to this policy.

Discussing 2.3.7, does this need to be in ours? RM? Shannon thinks this addition is needed in our local version of this policy. For counselors, admissions, etc., as folks are somewhat misaligned, everyone needs to be aware of this (if it's not here, it's not anywhere). RM: the danger is that CSU does not recognize what a counselor approves at Los Rios.

Good discussion over wording ensues, 2.3.7 is revised to "Courses applied to the Cal-GETC..." some more revision will happen before forwarding to DAS.

If anyone wants to wordsmith, please try, leave a comment with your justification. Still 2.3.7 (maybe a different number in the end), second addition about catalog rights – members of DAS objected because it is going backwards, and was voted down at the District committee level. SG wants it in as without this addition, it is an inequity for students. DAS will be voting on keeping this addition.

SG: The point to these additions is to add this clarity, more than we've had before. With the understanding that this draft needs editing, does DCCC endorse what is on here? Endorsed! Paula will take this to DAS.

E. Work Experience units and repeatability ([Title 5](#))

Aaron explains – apparently, the Work Exp. program, with Title 5 changes, students can take up to, revising the number of units students can take over lifetime of work experience and apprenticeship (currently 14 and 20 resp.). When trying to revise, repeatability is capped at 4. Board policy will revise the units earned to include the units wanted (14 and 20). An issue is students taking .5 units at a time would need 40 terms of repeatability. Phil wants confirmation from this body to make that change of repeatability limit from 4 to 40.

DCCC endorses this proposal

- Associated policy language [55044](#)

VII. Consent Item(s)

VIII. Updates from the District
None today!

IX. DAS Report

At last Tuesday's meeting, voted to move forward with feasibility study for non-credit (admissions and records, FTE allocation, Union contract, etc). Wanted to establish that district can and will support non-credit, then move forward with Socrates and curriculum. Renee suggests that DCCC needs support/help with this, PC replies that with feasibility, it might not be possible at this CCN point.

X. SAG Report

Unofficially - mostly talked CCN. Continuing to find / fix glitches as we go. We want to avoid crashing Socrates, so we'll proceed carefully... folks are actually nervous about that possibility.

XI. Discussion Items

A. Curriculum Regional Meeting

North regional, last Saturday at Oakland's Merritt College.

Take-aways:

- don't delete stem ADTs even if over 60 unit cap. Stem ADTs might go up to 66 units, but not sure if that reduces the number of BA units. Legislation is catching up with practice, so wait that out.
- Title 5 is updated to include IDEAA content, discussion in spring
- CCNs - calc series, are you going to allow us to phase out while converting (because of potential gaps in topics? Answer: hadn't thought of that. Gulp.
 - Cuz we're required to submit CCN courses for articulation, don't worry about calc., BUT, UC submission is required in summer, not fall, so we'll be very rushed in Spring. Answer: we acknowledge and will look at extending the deadline. But really no answers.
 - There are faculty on these dev. groups, when surveys come out, please respond, especially for Biology. Fill out your surveys, and pay attn to prerequisites. Currently there's some controversy about what is proposed for Anatomy and Physiology, and survey responses will help address that.

B. New AA/AS graduation requirements - progress update

Going well. Hardest is humanities and we're (AOs) doing really great work. Real work comes in spring, but going well. Report will hopefully be available by Feb. latest.

C. [AB 928](#) - Final report and public meeting yesterday

Alarming that large number of brand new people. Seem to be having discussions that have been had. Final report coming out soon. Lots of confusion.

D. Common Course Numbering Project

i. Updates from the Implementation Group

Trying to keep a running doc. of communication where Socrates under DCC member area. Socrates does not auto update from old to new numbers.

1. Textbook dates

Some did not include dates, but we need dates, ASSIST requires dates. COMM, PSYCH, OER, did not include some dates. Looking for assistance from curriculum chairs to help with filling in missing dates. Renee will get

this done next week after campus curriculum chairs help her track down this info.

ii. Outlines in Socrates

Renee made a CCN outline tracking spreadsheet, and CCN courses are all where they should be! Question: as far as we know, where are we **not** aligned. Ex., SCC did not adopt STAT courses, they made their own. Is there anywhere else with misalignment? Andrew: Slight difference with COMM and PSYCH. To AOs, differences don't seem radical 😊. Please update that info on the spreadsheet as you can.

Discussion for implementation group: what did we learn about this process? What can we do to make it go smoother with the next 12 depts. For phase II? Seems like the answer is "more time."

1. Socrates does not register items in Part I (SLOs) as separate items, and this is a problem for SLO tracking and maintaining lists of SLOs. 😞.

This means that we won't be able to easily load lists of SLOs into Canvas, which is a pilot project in the future.

We will need to fix this.

Big job of implementation groups will be what we want CoR to look like. Final spreadsheet.

In Socrates, if you scroll down, you see a list of related classes, but some were typed in, not input with the embedded dropdown menu, and these manually entered will need to be manually updated to the new course number. Nursing, Allied health were typed in. Socrates does not know where they are typed in. ARC has noticed similar very concerning issues, shown by a catalog audit and Tanya's amazing spreadsheets.

Aaron agreed to catalog one of the CCNs and chooses ENGLC1000.

Doesn't seem to be cataloging the date properly for programs; it's supposed to then archive any old programs with that old course and create new ones with the new catalog dates, but that doesn't look like it happens. No more cataloging until we fix this. But, ok for curric specialists to enter this into COCI.

Curric chairs don't catalog anything!

XII. Future Agenda Items

- A. IDEAA in the COR
- B. Coordinating Local GE approvals across the district
- C. Coordinating articulation across the district
- D. CSU GE pattern - How can we serve our students?
- E. Non-credit at LRCCD
- F. DCCC chair rotation (see proposed language for DAS chair rotation)
- G. Socrates changes: hours listed in course topics, requisite justification

XIII. Adjournment

NEXT MEETING: Friday, January 24, 2025 2:30 – 4:30 (ARC will be taking notes)

Meeting Schedule: Fourth Friday of the month (August through May)

Course/Program items for Today's Meeting:

(Note to chairs: Please move approved curriculum by December 2nd)

College	Designator	Number	Course Title	Type
ARC	PLUMB	111	Plumbing Fixtures	New to District
ARC	PLUMB	131	Water Supply Systems	New to District
ARC	PLUMB	141	Sewage Disposal	New to District
ARC	PLUMB	163	Plumbing Code I	New to District
ARC	PLUMB	164	Plumbing Code II	New to District
ARC	PLUMB	166	Certification Preparation	New to District
ARC	PLUMB	168	Medical Gas and Vacuum Systems	New to District
ARC	PLUMB	169	Green Awareness	New to District
ARC	PLUMB	171	Construction Management in Plumbing	New to District
ARC	PLUMB	200	Plumbing Tool Workshop I	New to District
ARC	PLUMB	201	Plumbing Tool Workshop II	New to District
ARC	PLUMB	202	Plumbing Tool Workshop III	New to District
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ARC	PLUMB	211	Advanced Drawing in the Piping Trades	New to District
ARC	PLUMB	212	Blueprint Reading for Plumbing	New to District
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CRC	AMT	137	Ford ASSET Advanced Electronics	New to District
CRC	AMT	138	Ford ASSET High Voltage Vehicle Systems	New to District
CRC	MATH	384	Foundations for Calculus	New to District
CRC	MATHS	84	Support for Foundations for Calculus	New to District

CRC	SURG	100	Introduction to Surgical Technology	New to District
CRC	SURG	105	Basic Sciences for Surgical Technologists	New to District
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College	Catalog Department	Title	Type
ARC	Interdisciplinary Studies	CSU General Education Certificate of Achievement (Certificate)	Deletion
ARC	Interdisciplinary Studies	Intersegmental General Education Transfer (IGETC) Certificate of Achievement (Certificate)	Deletion
ARC	General Education - Transfer	Cal-GETC Certificate of Achievement (Certificate)	New
CRC	Business	Business Information Worker (Certificate)	Deletion
SCC	Barbering	Barbering (AS)	New
SCC	Barbering	Barbering (certificate)	New
SCC	GE - Transfer	California General Education Transfer Curriculum (Cal-GETC) (certificate)	New

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 - A. Courses/Programs by College
(All Courses/Programs are organized by college and listed at the end of this agenda.)

ARC	CRC	FLC	SCC
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 - B. Status of Collaboration Requests
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- VI. Action Item(s)
 - A. Cross listing CCN courses (HONOR versions)
 - B. District CCN Project Coordinator
 - C. Local CCN Project Coordinator

- D. R-7241
- E. Work Experience units and repeatability ([Title 5](#))

VII. Consent Item(s)

VIII. Updates from the District

IX. DAS Report

X. SAG Report

XI. Discussion Items

- A. Curriculum Regional Meeting
- B. New AA/AS graduation requirements - progress update
- C. AB 928 - Final report and public meeting
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 - i. Updates from the Implementation Group
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 - ii. Outlines in Socrates
 - 1. Cannot update requisite justification sections

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Programs			
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ARC	Interdisciplinary Studies	Intersegmental General Education Transfer (IGETC) Certificate of Achievement (Certificate)	Deletion

ARC	General Education - Transfer	Cal-GETC Certificate of Achievement (Certificate)	New
CRC	Business	Business Information Worker (Certificate)	Deletion
SCC	Barbering	Barbering (AS)	New
SCC	Barbering	Barbering (certificate)	New
SCC	GE - Transfer	California General Education Transfer Curriculum (Cal-GETC) (certificate)	New