

District Academic Standards

Meeting Minutes

Thursday, May 7, 2026; 3:00-5:00pm

<https://rccd-edu.zoom.us/j/82506905881?pwd=ejYySWlreGJzRGoxa1k5YVJiT0dQQQT09>

Riverside City College CAK 224	Moreno Valley College SAS 101	Norco College ATEC 118
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Committee Members	Guests
☒ Kelly Douglass (DCC Chair, ENGL, RIV)	☒ Bryan Medina (CPRO, RCCD)
☒ Star Rivera-Lacey (DCC Co-Chair, Deputy Chancellor & Provost)	☒ Sabina Fernandez (CPRO, MOV)
☒ Nick Sinigaglia (PHI, MOV)	☒ Casandra Greene (CPRO, RCCD)
☒ Brian Johnson (MATH, NOR)	☐ Nicole Brown (CPRO, NOR)
☒ Nicole Banerjee (AO, RCC)	
☐ Nick Franco (AO, NOR)	
☐ Deanna Murrell (AO, MVC)	
☒ Brock Russell (PHY, RCC)	
☒ Patricia Avila (GUI, NOR)	
☒ Tahmina Morshed (ECON, MOV)	
Additional Guests: John Adkins	

Call to Order: 3:04pm

Agenda and Minutes

1. Approval of Agenda
Motion: Sinigaglia; Second: Russell
Approved by Consensus
2. Approval of Minutes – March 5, 2026
Motion: Sinigaglia; Second: Johnson
Approved by Consensus

Discussion & Action Items

1. Resources for 55001 Compliance – Kelly Douglass
 - a. Kelly Douglass – DCC has discussed that FLEX week in the fall is when we would present on Title 5 55001 Compliance and Course Outlines of Record, but some faculty may be aware of the change already. We want to ensure we have a clean sheet of resources for them.
 - i. The committee reviewed the draft document of resources.
 - ii. In regards to 55001(c), the committee discussed the need for a narrative to help faculty understand how to use the resources to make their electronic documents accessible, but UDL is not solely about electronic documents.
 - b. Kelly Douglass – At the curriculum regional, there was a presentation on UDL with a list

of suggestions for possible methods or ideas for the COR. Should we include this?

- i. Nick Sinigaglia – Yes, like the idea and how it shows UDL can appear throughout the course outline.
- c. Kelly Douglass will revise the document and send to the committee. Curriculum Analysts will post the final version on the district website.
- d. Kelly Douglass – If faculty are already revising their class and have done the work, can we tell them to put a statement in the rationale as a bulleted list so the committees can see their work, and then later they can copy it into the appropriate Curriquest fields in a future modification?
 - i. Bryan Medina – Yes, or faculty can attach a separate document to the proposal.
 - ii. Kelly Douglass – Faculty may want to indicate this in the rationale so the curriculum committees see it.
- e. Kelly Douglass – At DCC, the Curriculum Chairs discussed presenting unified content at Fall Flex. Kelly has been in contact with the Riverside DRC Chair and Dean of Equity, and they may also have their own presentation at Flex. Could the other colleges do something similar, or, is there any concern with that taking place even if the colleges do something different?
 - i. No concern.
- f. Nick Sinigaglia – Like the idea of talking about how this is an opportunity for faculty to show the work they are doing. The COR is what the associate faculty see and is a way to communicate expectations to the associate faculty when it comes to course design. Title 5 says we need to have a documented procedure, and so the committee may have questions about what specifically to look for. It is too prescriptive to give them a check list, but may not be sufficient to just say we have resources. Would like to have some sort of rubric so we can tell faculty what the curriculum committee will have in mind.
 - i. Kelly Douglass – Hoping there may be additional resources at the curriculum institute. Perhaps the Chairs can talk following the institute about what would work best for faculty.

2. Open Forum

- a. Kelly Douglass – There was an item at the District Senate meeting about the RCC DE committee becoming a standing committee of Senate, however, there was a question about their relationship to District Academic Standards.
 - i. John Adkins – The DE committee requested to be a subcommittee of Academic Senate because of the importance of Canvas, our dynamic has changed with online course offerings, and to be consistent with our sister colleges. At RCC, the DE committee is under two committees. Was asked by Senate to inquire at Standards if there is any link between the two committees.
 - ii. Kelly Douglass – Standards may talk about distance education because of the relationship to the COR and how faculty teach, and because curriculum committees are specifically charged with having to review course outlines of record and the DE addendum that is attached to it, but we do not look at course designers, certification, or other pieces. Also, the Standards committee does not include anyone from the DE committees. It is made up of the Curriculum Chairs, Articulation Officers, and a representative from each of the curriculum committees. Is there a link to Standards?
 - iii. John Adkins – Not sure, but wanted to explore that here. Want to ensure there isn't any issue with DE exploring becoming a standing committee of Senate.
 - iv. Kelly Douglass – If it were a subcommittee, it would allow Curriculum, Standards, and DE to communicate more.

- b. Nick Sinigaglia – There is also an upcoming faculty position related to noncredit. There's a committee dedicated to noncredit and we don't hear anything from them.
 - i. Kelly Douglass – Shared this concern at Senate. Having a faculty lead is good, but all noncredit goes through curriculum for review. If the position is about developing, promoting, and becoming a noncredit expert who helps faculty, that's great, but if it's about developing curriculum, that's what we support faculty in doing. The curriculum needs to be discipline based and led. Some of the position overlaps with curriculum, so the description should state that it works in consultation with the curriculum committee. They cannot just take noncredit and develop the curriculum.
 - ii. Nick Sinigaglia – We had a concern regarding another program and work not being in the hands of a faculty member. We don't want someone making promises to the community about what we're going to develop. That needs to come from the faculty.
- c. Kelly Douglass is not available for the June 4 meeting. The committee will decide on an alternative date to meet.

3. Public Comment

- a. None.

Adjournment: 4:25pm