RCCD | RIVERSIDE COMMUNITY COLLEGE DISTRICT

DISTRICT TECHNICAL REVIEW COMMITTEE

Meeting Agenda

Tuesday, November 18, 2025 | 2:30-4:00pm | CAADO 209/Zoom

Committee Members	Guests
☐ Steven Schmidt (Chair, MUS)	☐ Lijuan Zhai (AVC ES&IE, RCCD)
☐ *Vacant* (Co-Chair, VC Ed. Services)	☐ Bryan Medina (CPRO, RCCD)
☐ Kelly Douglass (ENGL, RCC)	☐ Nicole Banerjee (AO, RCC)
☐ Brian Johnson (MAT, NOR)	☐ Nick Franco (AO, NOR)
☐ Nick Sinigaglia (PHI, MVC)	☐ Deanna Murrell (AO, MVC)
	☐ Sabina Fernandez (CPRO, MVC)
	☐ Casandra Greene (CPRO, RCC)
	☐ Nicole Brown (CPRO, NOR)
Additional Guests:	

Zoom Information
https://rccd-edu.zoom.us/j/86555446612?pwd=R0dDakVkSzNZQitZZEN0Zm1TTlYvQT09
+1 669 900 6833 US
Meeting ID: 865 5544 6612
Passcode: 627472

Call to Order:

Agenda and Minutes

1. Approval of Agenda
   The agenda will be reviewed, discussed, and considered for approval.

2. Approval of Minutes – November 4, 2025
   The minutes will be reviewed, discussed, and considered for approval.

Action Items

1. Curriculum Proposals
   Curriculum proposals will be reviewed, discussed, and considered for forwarding to the College Curriculum Committees.

Discussion Items and Public Comment

1. COR Review Tool – Kelly Douglass
2. CCN Suggested Taxonomy for Non-CCN Courses – Nick Sinigaglia
3. AP 2101 Independent Study – Kelly Douglass
4. Attach CCN Template to Proposal – Steven Schmidt
5. Staggered SAAM Course Deadlines – Kelly Douglass
6. Staggered CCN Phase 2B and Phase 3 Deadlines – Nick Sinigaglia
7. Correspondence Courses for CRC – Brian Johnson
8. FSA and Origination Permission Exceptions – Kelly Douglass
9. Open Forum

10. Public Comment for all items on or not otherwise on the agenda.

Adjournment:

Proposal for temporary/annual exceptions to regular Curricunet originator roles:

Current Origination permissions rules:

- Full-time faculty hired into a discipline have origination rights to that discipline.
- If there are no full-time faculty in a discipline, faculty with the secondary FSA may originate in that discipline.
- Originators can add co-contributors at their discretion.

Exceptions that require various consultations or approvals:

- Disciplines in which the full-time faculty hired in the discipline want to give origination permissions to faculty not hired in that discipline have two avenues:
    - For work on a specific proposal(s), the full-time hired-in-the-discipline originator can grant full access to the secondary FSA holder by adding that person as a co-contributor. If there are any difficulties with this, the Tech Review Chair or District Curriculum Analyst can help set up.
    - For the faculty member with the secondary FSA to be given blanket origination permissions outside their hire discipline(s), the full-time district or college (?) faculty hired in the discipline should vote to approve that origination permission and provide that to Tech Review for implementation. This would need to be renewed annually.

VPAA approval?

Technical Review - Curriculum Proposals

Proposals for Review for 11/18/2025

Courses

Course Deletions

			M	N	R	Notes
H	CIS 65	Introduction to Microsoft PowerPoint	☑	☐	☐	
H	CIS 897A	Windows Operating System and Internet Literacy	☑	☐	☐	
H	CIS 897B	Linux Operating System and Internet Literacy	☑	☐	☐	
H	CIS 897C	Mac Operating System and Internet Literacy	☑	☐	☐	
H	CUL 842	International Cuisine	☐	☐	☑	
H	EDU 200	Education Work Experience In MOV Education Paraprofessional	☑	☐	☑	
H	ETS 50	Introduction to African American Families and Populations Need HMS mods to remove the cross-listing.	☑	☐	☐	
H	ETS 51	Introduction to Latina and Latino American Families and Populations Need HMS mods to remove the cross-listing.	☑	☐	☐	
H	ETS 52	Introduction to Asian American Families and Populations Need HMS mods to remove the cross-listing.	☑	☐	☐	
H	ETS 53	Introduction to Native American Families and Populations Need HMS mods to remove the cross-listing.	☑	☐	☐	
H	FTV 200	Telecommunications Work Experience	☐	☐	☑	

Course Exclusions

			M	N	R	Notes
H	BUS 24	Business Communications	☑	☐	☐	
H	CAT 30	Business English	☑	☐	☐	
H	CAT 78A	Introduction to Adobe Photoshop	☑	☐	☐	
H	CAT 79	Introduction to Adobe Illustrator	☑	☐	☐	
H	CIS 56A	Designing Web Graphics	☑	☐	☐	
H	CIS 72A	Introduction to Web Page Creation	☑	☐	☐	
H	CIS 72B	Intermediate Web Page Creation Using Cascading Style Sheets (CSS)	☑	☐	☐	
H	CIS 76B	Introduction to Dreamweaver	☑	☐	☐	

Courses

Course Exclusions

			M	N	R	Notes
H	CIS 78A	Introduction to Adobe Photoshop	☑	☐	☐	
H	CIS 79	Introduction to Adobe Illustrator	☑	☐	☐	
H	CIS 834	Historical Perspective: Napier to Torvalds	☑	☐	☐	
H	CIS 835	Foundational Approach: Word Problems to Work Flow	☑	☐	☐	
H	CIS 836	Computational Tools: Calculators to Spreadsheets	☑	☐	☐	
H	CIS 837	Boolean Formulation: Logic to Relationships	☑	☐	☐	
H	CIS 838	Pseudocode and Flowcharts: Descriptive to Visual	☑	☐	☐	
H	CIS 839	Tools of the trade: IDE's to Backup	☑	☐	☐	
H	GUI 845	College Readiness	☑	☐	☐	
H	GUI 847A	Career Readiness	☑	☐	☐	
H	GUI 847B	Educational Planning	☑	☐	☐	
H	GUI 848	Student Success	☑	☐	☐	
H	PDS 814	Closing Techniques That Win the Sale	☑	☐	☐	
H	PDS 815	Winning Sales Scripts	☑	☐	☐	
H	POLS 20 In two ADTs.	Latin American Politics	☐	☐	☑	

Course Major Modifications

			M	N	R	Notes
H	AIR 22 Minutes do not mention AIR 22. HVAC Commercial Technology program contains this course.	California Mechanical Codes	☐	☐	☑	
H	ARE 24 Waiting for mirrored and crosslisted counterparts.	Revit I-Architectural Drafting	☐	☑	☐	
H	ARE 25 Waiting for mirrored and crosslisted counterparts.	Revit II-Advanced Architectural Drafting	☐	☑	☐	
H	CIS 70A Hold for MAT-70A.	Foundations of Data Science	☑	☐	☑	
H	EAR 41 Voted as a minor mod.	Practicum in Early Intervention/Special Education	☑	☑	☑	
H	ENP 871 Mirrored to 71, no entry skills, not listed on minutes.	Solopreneurship	☑	☑	☑	

Courses

Course Major Modifications

			M	N	R	Notes
H	FTV 12	History of American Film	☐	☐	☑	
	SLOs and objectives are the same.					
H	FTV 48	Short Film Production	☐	☐	☑	
	Content format issues. Lists a $160 fees in the materials section, is this appropriate? Is this an instructional cost? SLOs and Objectives are the same.					
H	FTV 65	The Director's Art in Filmmaking	☐	☐	☑	
	Content is single level. SLOs and objectives are the same.					
H	PHO 23	Introduction to Drone Photography	☐	☐	☑	
	Minutes are not clear.					

Course Minor Modifications

			M	N	R	Notes
H	AHS 10	Modern and Contemporary Art History	☑	☑	☑	
	No minutes. Text books may also be out of date.					
H	AHS 12	Asian Art History	☑	☑	☑	
	No minutes.					
H	AHS 3	Islamic Art History	☑	☐	☑	
	No minutes.					
H	AHS 5	Arts of Africa, Oceania, and Indigenous North America	☑	☑	☑	
	No minutes.					
H	AHS 8	Art History of the Photographic Image	☑	☑	☑	
	No minutes.					
H	AHS 9	African Art History	☑	☑	☑	
	No minutes. Newest book is 2017.					
H	ANT 4	Native American Cultures	☑	☑	☑	
	Hold for ETS-27.					
H	ASL 22	American Deaf Culture	☑	☐	☑	
	Online DE components in methods of instruction.					
H	CHE 10	Chemistry for Everyone	☐	☑	☑	
	"Discuss" as an SLO. Needs to be relaunched as major mod.					
H	PHO 27	Forensic & Crime Scene Photography	☐	☑	☑	
	Assignments could be further developed.					
H	PHO 9	Intermediate Photography	☐	☐	☑	
	SLO "Interact constructively."					

Distance Education

			M	N	R	Notes
H	CIS 910DE	Introduction to Canvas: Essentials for Online Learning	☐	☐	☐	
H	CIS 911DE	Intermediate Canvas: Communicating and Interacting in Canvas	☐	☐	☐	

Courses

Distance Education

			M	N	R	Notes
H	CIS 912DE	Advanced Canvas: Assignments and Quizzez	☐	☐	☐	
	GUI 47ADE	Introduction to Career Exploration	☑	☑	☐	
H	PSYC 9HDE	Developmental Psychology Honors	☐	☐	☐	

New Courses

			M	N	R	Notes
H	ALR 803	Reading for Academic and Lifelong Literacy	☑	☐	☐	
	States that this meets the requirement for reading, which is not correct. ALR-3 needs to come forward as a major mod.					
H	PHO 24	Creative Drone Photography	☐	☐	☑	
	Missing entry skill links.					
H	PHO 25	Drone Photography for Public Service	☐	☐	☑	
H	PHO 30	Storytelling and Composition in Photography	☐	☐	☑	
H	PHO 31	Photography Presentation and Gallery Prep	☐	☐	☑	
	More SLOs than objectives.					
H	PHO 32	Practical Visual Effects for Photography	☐	☐	☑	
	Missing prereq links.					
H	PHO 33	Food and Product Photography	☐	☐	☑	
	Missing prereq links. MOE/MOI/Assignments.					
H	PHO 38	Creative Photography	☐	☐	☑	
	No entry skills.					
H	PHO 6	Experimental and Alternative Process Photography	☐	☐	☑	
	Description needs to be changed. Missing prereq links.					
H	PHO 66	Self-Promotion For Photographers	☐	☐	☑	
	Description needs to be changed.					
	PSYC 9H	Developmental Psychology - Honors	☑	☐	☐	

Programs

New Programs

			M	N	R	Notes
	Degree & Certificate					
H	PHO	Creative Photography	☐	☐	☑	
H	PHO	Drone Photography	☐	☐	☑	

Programs

Program Modifications

			M	N	R	Notes
Certificate						
H	PHO	Crime Scene Photography Essentials	☐	☐	☑	
	Hold for minutes.					
Degree & Certificate						
H	PHO	Entrepreneurial Photography	☐	☐	☑	
	Hold for minutes.					
H	PHO	Photography	☐	☐	☑	
	Hold for minutes.					

Technical Review - Curriculum Proposals

Proposals for Review for 11/18/2025

Courses

Course Deletions

			M	N	R	Discussion	Action
H	CIS 65	Introduction to Microsoft PowerPoint	☑	☐	☐		
	Rationale:	Courses has not been offered over the last four years. Course deletion due to sunset policy.					
H	CIS 897A	Windows Operating System and Internet Literacy	☑	☐	☐		
	Rationale:	Course has not been offered in the last three years. The course is on the sunset list and needs to be deleted.					
H	CIS 897B	Linux Operating System and Internet Literacy	☑	☐	☐		
	Rationale:	Course has not been offered in the last three years. The course is on the sunset list and needs to be deleted.					
H	CIS 897C	Mac Operating System and Internet Literacy	☑	☐	☐		
	Rationale:	Course has not been offered in the last three years. The course is on the sunset list and needs to be deleted.					
H	CUL 842	International Cuisine	☐	☐	☑		
	Rationale:	This course is no longer being offered.					
H	EDU 200	Education Work Experience	☑	☐	☑	In MOV Education Paraprofessional	
	Rationale:	This class is no longer offered, instead will be cross- disciplined with EAR 200					
H	ETS 50	Introduction to African American Families and Populations	☑	☐	☐	Need HMS mods to remove the cross-listing.	
	Rationale:	Upon review of the Course Outline of Record for ETS 50, we respectfully request that this course be removed from the MVC catalog. At this time, we do not intend to offer ETS 50, as it does not align with the epistemologies, theories, or practices central to Ethnic Studies.					
H	ETS 51	Introduction to Latina and Latino American Families and Populations	☑	☐	☐	Need HMS mods to remove the cross-listing.	
	Rationale:	Upon review of the Course Outline of Record for ETS 51, Ethnic Studies faculty request that this course be removed from the MVC catalog. At this time, we do not intend to offer ETS 51, as it does not align with the epistemologies, theories, or practices central to Ethnic Studies.					

Courses

Course Deletions

			M	N	R	Discussion	Action
H	ETS 52	Introduction to Asian American Families and Populations	☑	☐	☐	Need HMS mods to remove the cross-listing.	
	Rationale:	Upon review of the Course Outline of Record for ETS 52, Ethnic Studies faculty request that this course be removed from the MVC catalog. At this time, we do not intend to offer ETS 52, as it does not align with the epistemologies, theories, or practices central to Ethnic Studies.					
H	ETS 53	Introduction to Native American Families and Populations	☑	☐	☐	Need HMS mods to remove the cross-listing.	
	Rationale:	Upon review of the Course Outline of Record for ETS 53, Ethnic Studies faculty request that this course be removed from the MVC catalog. At this time, we do not intend to offer ETS 53, as it does not align with the epistemologies, theories, or practices central to Ethnic Studies.					
H	FTV 200	Telecommunications Work Experience	☐	☐	☑		
	Rationale:	Course not offered in years					

Course Exclusions

			M	N	R	Discussion	Action
H	BUS 24	Business Communications	☑	☐	☐		
	Rationale:	These courses have not been offered at MVC for several years (in some cases, not at all), and the department has no plans to offer them in the foreseeable future.					
H	CAT 30	Business English	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CAT 78A	Introduction to Adobe Photoshop	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CAT 79	Introduction to Adobe Illustrator	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					

Courses

Course Exclusions

			M	N	R	Discussion	Action
H	CIS 56A	Designing Web Graphics	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 72A	Introduction to Web Page Creation	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 72B	Intermediate Web Page Creation Using Cascading Style Sheets (CSS)	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 76B	Introduction to Dreamweaver	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 78A	Introduction to Adobe Photoshop	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 79	Introduction to Adobe Illustrator	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					

Courses

Course Exclusions

			M	N	R	Discussion	Action
H	CIS 834	Historical Perspective: Napier to Torvalds	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 835	Foundational Approach: Word Problems to Work Flow	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 836	Computational Tools: Calculators to Spreadsheets	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 837	Boolean Formulation: Logic to Relationships	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 838	Pseudocode and Flowcharts: Descriptive to Visual	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	CIS 839	Tools of the trade: IDE's to Backup	☑	☐	☐		
	Rationale:	Courses have not been offered at MVC in several years or in some cases at all. As the discipline has no plans to offer them in the foreseeable future we should remove them from the catalog to ensure the catalog represents our actual offerings.					
H	GUI 845	College Readiness	☑	☐	☐		
	Rationale:	Course has not been offered in several years and faculty do not intend to offer the course in the future.					

Courses

Course Exclusions

			M	N	R	Discussion	Action
H	GUI 847A	Career Readiness	☑	☐	☐		
	Rationale:	Course has not been offered and faculty do not intend to offer the course.					
H	GUI 847B	Educational Planning	☑	☐	☐		
	Rationale:	Course has not been offered and faculty do not intend to offer the course.					
H	GUI 848	Student Success	☑	☐	☐		
	Rationale:	Course has not been offered and faculty do not intend to offer the course.					
H	PDS 814	Closing Techniques That Win the Sale	☑	☐	☐		
	Rationale:	These courses have not been offered at MVC for several years (in some cases, not at all), and the department has no plans to offer them in the foreseeable future.					
H	PDS 815	Winning Sales Scripts	☑	☐	☐		
	Rationale:	These courses have not been offered at MVC for several years (in some cases, not at all), and the department has no plans to offer them in the foreseeable future.					
H	POLS 20	Latin American Politics	☐	☐	☑	In two ADTs.	
	Rationale:	At RCC, we feel that POLS 2 (Comparative), offered each semester and taught by our new faculty dedicated to that course, covers these specialized topics. We also don't want students to become confused between POLS 20 Latin American Politics and the high demand POLS 21 Latinx politics. POLS 22,Politics of the Middle East, has never been taught at RCC before. These courses are occasionally taught at MVC and Norco so we need to go the exemption route.					

Course Major Modifications

			M	N	R	Discussion	Action
H	AIR 22	California Mechanical Codes	☐	☐	☑	Minutes do not mention AIR 22. HVAC Commercial Technology program contains this course.	
	Rationale:	Switching from EST to AIR since the former is deactivated and EST-22 is now part of the AIR program. Update textbook to the newest version.					
H	ARE 24	Revit I-Architectural Drafting	☐	☑	☐	Waiting for mirrored and crosslisted counterparts.	
	Rationale:	To update lab hours to 81 hrs, match with the offered 3.0 units.					
H	ARE 25	Revit II-Advanced Architectural Drafting	☐	☑	☐	Waiting for mirrored and crosslisted counterparts.	
	Rationale:	To update lab hours to 81, match the offered 3 units.					
H	CIS 70A	Foundations of Data Science	☑	☐	☑	Hold for MAT-70A.	
	Rationale:	SAAM modifications for Lecture/Lab Hours - 54/18 to 45/27					

Courses

Course Major Modifications

			M	N	R	Discussion	Action
H	EAR 41 Rationale:	Practicum in Early Intervention/Special Education Modifying to update textbook editions	☑	☑	☑	Voted as a minor mod.	
H	ENP 871 Rationale:	Solopreneurship This proposal is being submitted to add an advisory to the COR.	☑	☑	☑	Mirrored to 71, no entry skills, not listed on minutes.	
H	FTV 12 Rationale:	History of American Film Needs to be updated because of 2 year cycle.	☐	☐	☑	SLOs and objectives are the same.	
H	FTV 48 Rationale:	Short Film Production Two year update.	☐	☐	☑	Content format issues. Lists a $160 fees in the materials section, is this appropriate? Is this an instructional cost? SLOs and Objectives are the same.	
H	FTV 65 Rationale:	The Director's Art in Filmmaking Needs to year update	☐	☐	☑	Content is single level. SLOs and objectives are the same.	
H	PHO 23 Rationale:	Introduction to Drone Photography Rename to Introduction to Drone Photography, in order to make sense with the new program. Removes the statement "Students are expected to supply their own camera equipped drone." Students are no longer required to provide their own drone.	☐	☐	☑	Minutes are not clear.	

Course Minor Modifications

			M	N	R	Discussion	Action
H	AHS 10 Rationale:	Modern and Contemporary Art History Periodic review.	☑	☑	☑	No minutes. Text books may also be out of date.	
H	AHS 12 Rationale:	Asian Art History Reviewed for up-to-date content.	☑	☑	☑	No minutes.	
H	AHS 3 Rationale:	Islamic Art History Periodic review.	☑	☐	☑	No minutes.	
H	AHS 5 Rationale:	Arts of Africa, Oceania, and Indigenous North America Reviewed to ensure up-to-date content.	☑	☑	☑	No minutes.	
H	AHS 8 Rationale:	Art History of the Photographic Image Periodic review.	☑	☑	☑	No minutes.	

Courses

Course Minor Modifications

			M	N	R	Discussion	Action
H	AHS 9 Rationale:	African Art History Reviewed to ensure up-to-date information.	☑	☑	☑	No minutes. Newest book is 2017.	
H	ANT 4 Rationale:	Native American Cultures At this time the discipline is doing a minor modification to update the course materials. We will be working with ETS later this year since the course is cross-listed with ETS-27 to discuss updating course content. MVC has hired a new ETS instructor who does have experteise in Native American Studies and I have had some discussion with her about it but she just arrived at MVC so now is not the right time. We will revisit a major modification later in Academic Year 25-26.	☑	☑	☑	Hold for ETS-27.	
H	ASL 22 Rationale:	American Deaf Culture ASL 22 has been updated with minor modifications to maintain currency, inclusivity, and alignment with program and transfer goals. The new, updated textbook and supplementary resources support course objectives, while instructional and evaluation methods ensure student engagement and success.	☑	☐	☑	Online DE components in methods of instruction.	
H	CHE 10 Rationale:	Chemistry for Everyone Textbook update.	☐	☑	☑	"Discuss" as an SLO. Needs to be relaunched as major mod.	
H	PHO 27 Rationale:	Forensic & Crime Scene Photography Course reviewed and there are no changes needed at this time.	☐	☑	☑	Assignments could be further developed.	
H	PHO 9 Rationale:	Intermediate Photography Course reviewed, and there no updates needed.	☐	☐	☑	SLO "Interact constructively."	

Distance Education

			M	N	R	Discussion	Action
H	CIS 910DE Rationale:	Introduction to Canvas: Essentials for Online Learning	☐	☐	☐		
H	CIS 911DE Rationale:	Intermediate Canvas: Communicating and Interacting in Canvas	☐	☐	☐		
H	CIS 912DE Rationale:	Advanced Canvas: Assignments and Quizzez	☐	☐	☐		
	GUI 47ADE Rationale:	Introduction to Career Exploration See attachments.	☑	☑	☐		

Courses

Distance Education

			M	N	R	Discussion	Action
H	PSYC 9HDE Rationale:	Developmental Psychology Honors	☐	☐	☐		

New Courses

			M	N	R	Discussion	Action
H	ALR 803 Rationale:	Reading for Academic and Lifelong Literacy This course is the noncredit version of ALR 3 and will provide students with an academic support and reading strategies course at no cost.	☑	☐	☐	States that this meets the requirement for reading, which is not correct. ALR-3 needs to come forward as a major mod.	
H	PHO 24 Rationale:	Creative Drone Photography This class will teach students to creatively analyze and make creative drone images using professional drone standards.	☐	☐	☑	Missing entry skill links.	
H	PHO 25 Rationale:	Drone Photography for Public Service This drone photography course will teach students skills and protocols needed for drone photography skills and strategies in public service sectors.	☐	☐	☑		
H	PHO 30 Rationale:	Storytelling and Composition in Photography This class will teach students how to professionally analyze composition in their photography and add narrative to their images.	☐	☐	☑		
H	PHO 31 Rationale:	Photography Presentation and Gallery Prep This course will teach students how to professionally prepare their final images for presentation to the public.	☐	☐	☑	More SLOs than objectives.	
H	PHO 32 Rationale:	Practical Visual Effects for Photography This course will prepare students to use visual effects in their photography to creatively enhance photographs before they reach post production.	☐	☐	☑	Missing prereq links.	
H	PHO 33 Rationale:	Food and Product Photography This course will teach students how to professionally photograph food and products for small businesses.	☐	☐	☑	Missing prereq links. MOE/MOI/Assignments.	
H	PHO 38 Rationale:	Creative Photography This course will teach students how to look at the photographic image with a creative approach and a technical background and understanding.	☐	☐	☑	No entry skills.	
H	PHO 6 Rationale:	Experimental and Alternative Process Photography This course will teach students professional concepts with problem solving by experimenting with different photographic medias and printing strategies.	☐	☐	☑	Description needs to be changed. Missing prereq links.	

Courses

New Courses

			M	N	R	Discussion	Action
H	PHO 66	Self-Promotion For Photographers	☐	☐	☑	Description needs to be changed.	
	Rationale:	This course will teach students how to professionally promote themselves in the field of photography.					
	PSYC 9H	Developmental Psychology - Honors	☑	☐	☐		
	Rationale:	Expanding honors offerings.					

Programs

New Programs

			M	N	R	Discussion	Action
	Degree & Certificate						
H	PHO	Creative Photography	☐	☐	☑		
	Rationale:	This would be a new certificate to provide a professional context and background for students in conjunction with the fortification of photography knowledge and creative photography to prepare the students for transfer. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields, as well as be prepared with an advanced level of photographic analysis to transfer to four year institutions.					
	Documents:	Narrative LMI Advisory Committee Regional Consortium					
H	PHO	Drone Photography	☐	☐	☑		
	Rationale:	This would be a new program to provide professional training in drone photography for students to prove aptitude and skillset to potential employers. Students will become proficient in the core concepts of the camera as well as the ability to fly, operate, and photograph with a drone. Students will gain experience with varying styles of drones from consumer to professional.					
	Documents:	Narrative LMI Advisory Committee Regional Consortium					

Program Modifications

			M	N	R	Discussion	Action
	Certificate						
H	PHO	Crime Scene Photography Essentials	☐	☐	☑	Hold for minutes.	
	Rationale:	This is an updated to Crime Scene Photography Essentials CE 1026 by updating the name of PHO 23 to Introduction to Drone Photography.					

Programs

Program Modifications

			M	N	R	Discussion	Action
	Degree & Certificate						
H	**PHO**	**Entrepreneurial Photography**	☐	☐	☑	Hold for minutes.	
	Rationale:	This is an update to an existing Entrepreneurial Photography Certificate and degree (AS1037/AS1037B/AS1037C/CE1037) that adds the new class PHO-68 Self-Promotion for Photographers and updates the name of PHO 18 to Photoshop, Lightroom, and Editing for Photographers.					
H	**PHO**	**Photography**	☐	☐	☑	Hold for minutes.	
	Rationale:	The Photography department is adding 8 new classes and creating two new certificates. One of the new classes is being added the Photography Certificate/Associates to strengthen the education that students will receive.					

Program Outline

Title: Creative Photography

Originator: Matthew Brabant **Date** 10/3/2025

Department: Photography

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

☐ **Moreno Valley College** ☐ **Norco College** ☒ **Riverside City College**
(Please note: All degrees and certificates are college specific. If multiple colleges wish to adopt this degree or certificate, a separate proposal and college specific supporting documents are required.)

TOPs Code: 1012.00 **CIP Code:** 10.0201

Type of Program:
☐ Certificate of Achievement only ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only ☒ Certificate of Achievement and Degree

Type of Associate Degree: ☐ Associate of Arts ☐ Associate of Science

This is a: ☒ New certificate/degree* ☐ Modification to an existing certificate/degree

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**
☐ Yes, minutes attached ☐ Approval Pending
☒ No Capital or Budgetary Impacts

If this is a modification to an existing certificate/degree, please specify the changes being made:
I am moving PHO 7 from the Photography Certificate and Associates (AS592/AS592B/AS592C/CE592) to this certificate and degree pattern (to the elective list).
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:
(Please note: This information will be presented to the Board of Trustees.)

This would be a new certificate to provide a professional context and background for students in conjunction with the fortification of photography knowledge and creative photography to prepare the students for transfer. Students will be prepared to start and run a successful photography business as well as participate in photography related professional duties in other fields, as well as be prepared with an advanced level of photographic analysis to transfer to four year institutions.

Required Documentation

Please submit this form and the documents outlined below to your college's Curriculum Program Coordinator and the District Technical Review committee via TechReview@rccd.edu. Please do not submit your proposal until all of the documentation below is complete.

All Degrees and Certificates

☐ Evidence of district-wide discipline communication
☐ College discipline minutes showing approval
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

Degrees and Certificates of 8 Units or More with Vocational TOPs Codes

In addition to the above, all degrees and certificates of 8 units or more with a vocational TOPs code must include the following to be submitted to the State Chancellor's Office for approval.*

☐ Labor Market Information and Analysis *(Required for new programs and modifications.)*
☐ Advisory Committee Recommendation *(Required for new programs and may be required for modifications. Check with the curriculum coordinator at your college to determine if a new recommendation is necessary.)*
☐ Regional Consortium Recommendation *(Required for new programs only.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for a professional photographic environment, where they will be able to create a photography business, participate in photography related fields, or complete freelance work. All with adding creativity to their workflow, editing, photographing, and final photographs. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, how to start and manage a photography business, use photographic lighting equipment, professionally edit photographs using Adobe software, and to create a professional level portfolio.

Item 2. Catalog Description

Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.

This program focuses on the final output of creating professional level photographs and expanding creative thought. The goal is to prepare individuals to be independently creative to pursue freelance careers, create gallery exhibitions, and experiment creatively in the field of photography. Students will learn how to photograph with professional cameras in manual settings, work in a digital environment, and create a digital asset management system to manage their photographs. Students may choose to work with all digital photography or a blend of digital and film photography, depending on the courses that they choose. By the time they complete, students will have the opportunity to create a professional level portfolio that they may use to show prospective clients, employers, or galleries.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: ___12_ units

Course	Title	Units	Sequencing
PHO-8 or PHO-20	Introduction to Film Photography Introduction to Digital Photography	3 3	1
PHO-9	Intermediate Photography	3	1
PHO-38	Creative Photography	3	2
PHO-19	Color Correction and the Photographic Portfolio	3	3

Elective Courses: ___6_ units

Course	Title	Units	Sequencing
PHO-7	Medium and Large Format Film Photography	3	2
PHO 6	Experimental and Alternative Process Photography	3	2
PHO 30	Storytelling and Composition in Photography	3	2

PHO 31	Photography Presentation and Gallery Prep	3	2
PHO 32	Practical Visual Effects for Photography	3	2

Total Program Units: 18 units

Item 4. Master Planning
This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections
15-20

Item 6. Place of Program in Curriculum/Similar Programs
This certificate will be placed in the Photography program students will be able to complete this degree with the new courses that are being created in order to complete this certificate and degree.

Item 7. Similar Programs at Other Colleges in Service Area
Cypress college offers a Creative Photo Arts certificate. North Orange County Community College offers a Creative Photo Arts certificate.

Item 8. Transfer Preparation Information (if applicable)
California State University, Fullerton offers a Creative and Experimental Media Bachelor of Fine Arts degree. Many of our graduates will transfer to CSUF for this degree. A Creative Photography certificate would give the students preparation for the four year degree at colleges such as CSUF.

Program Outline

Title: Drone Photography

Originator: Matthew Brabant **Date** 10/3/2025

Department: Photography

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

☐ **Moreno Valley College** ☐ **Norco College** ☒ **Riverside City College**
(Please note: All degrees and certificates are college specific. If multiple colleges wish to adopt this degree or certificate, a separate proposal and college specific supporting documents are required.)

TOPs Code: 1012.00 **CIP Code:** 10.0201

Type of Program:
☐ Certificate of Achievement only ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only ☒ Certificate of Achievement and Degree

Type of Associate Degree: ☐ Associate of Arts ☐ Associate of Science

This is a: ☒ New certificate/degree* ☐ Modification to an existing certificate/degree

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**
☐ Yes, minutes attached ☐ Approval Pending
☒ No Capital or Budgetary Impacts

If this is a modification to an existing certificate/degree, please specify the changes being made:
I am moving PHO 23 (Drone Photography) from the Photography Certificate and Associates (AS592/AS592B/AS592C/CE592) to this certificate and degree pattern (to the required courses list).
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:
(Please note: This information will be presented to the Board of Trustees.)

This would be a new certificate to provide professional training in drone photography for students to prove aptitude and skillset to potential employers. Students will become proficient in the core concepts of the camera as well as the ability to fly, operate, and photograph with a drone. Students will gain experience with varying styles of drones from consumer to professional.

Required Documentation

Please submit this form and the documents outlined below to your college's Curriculum Program Coordinator and the District Technical Review committee via TechReview@rccd.edu. Please do not submit your proposal until all of the documentation below is complete.

All Degrees and Certificates

☐ Evidence of district-wide discipline communication
☐ College discipline minutes showing approval
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

Degrees and Certificates of 8 Units or More with Vocational TOPs Codes

In addition to the above, all degrees and certificates of 8 units or more with a vocational TOPs code must include the following to be submitted to the State Chancellor's Office for approval.*

☐ Labor Market Information and Analysis *(Required for new programs and modifications.)*
☐ Advisory Committee Recommendation *(Required for new programs and may be required for modifications. Check with the curriculum coordinator at your college to determine if a new recommendation is necessary.)*
☐ Regional Consortium Recommendation *(Required for new programs only.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the preparation and training of drone photography. The goal is to prepare students for the professional drone photography field or supplement their professional photography practice with drone photography skills. More and more photography jobs are looking for or requiring drone photography. Major publications such as The LA Times, National Geographic, and the Orange County Register include drone photographs in every issue. When students join the program, they learn the core information of how to work a camera professionally which leads into the ability to control the camera on the drone. Students will use Adobe software that include Photoshop and Lightroom Classic to maintain a data asset management system to professionally manage a photographic catalog and also edit photographs. Students will also learn how to print on commercial printers. In the end of the program, students will be more marketable to professional employers.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Fly a drone for professional and creative purposes
- Understand how to use professional editing photography software to edit photos
- Understand how to maintain a consistent photographic style throughout different photographic practices
- Create a creative, consistent, and professional portfolio of drone photographs
- Manage and maintain a photographic digital asset management system
- Analyze contemporary trends in drone photography and understand how to creatively create work for creative and professional use

Item 2. Catalog Description

Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.

The drone photography program focuses on training the future professional drone photographers from first flight, to adding creativity, and preparing students for a field in public service. Individuals are taught how to work a camera professionally in manual mode at the start of the program, which prepares them to fly a drone and create professional quality final images. Drone photography is growing as a field, and students will learn how to become professionals in this field. Students will also learn how to create a digital asset management system and edit in Adobe Photoshop and Lightroom Classic. As students complete the program, they will have the opportunity to complete a professional level portfolio of their work to show to potential clients or employers.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: ___12__ units

Course	Title	Units	Sequencing
PHO-20			1

	Introduction to Digital Photography	3	
PHO-9	Intermediate Photography	3	1
PHO-23	Intro to Drone Photography	3	2
PHO-19	Color Correction and the Photographic Portfolio	3	3

Elective Courses: 6 units

Course	Title	Units	Sequencing
PHO-25	Drone Photography for Public Service	3	2
PHO 24	Creative Drone Photography	3	3

Total Program Units: 18 units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This certificate will be placed in the Photography program students will be able to complete this degree with the new courses that are being created in order to complete this certificate and degree.

Item 7. Similar Programs at Other Colleges in Service Area

Glendale Community College, Las Positas College, Orange Coast College, Coastline College, and Santiago Canyon College offer Drone Photography certificates.

Item 8. Transfer Preparation Information (if applicable)

N/A

Program Outline

Title: Crime Scene Photography Essentials

Originator: Matthew Brabant **Date** 10/3/2025

Department: Photography

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

☐ **Moreno Valley College** ☐ **Norco College** ☒ **Riverside City College**
(Please note: All degrees and certificates are college specific. If multiple colleges wish to adopt this degree or certificate, a separate proposal and college specific supporting documents are required.)

TOPs Code: 1012.00 **CIP Code:** 10.0201

Type of Program:
☒ Certificate of Achievement only ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only ☐ Certificate of Achievement and Degree

Type of Associate Degree: ☐ Associate of Arts ☐ Associate of Science

This is a: ☐ New certificate/degree* ☒ Modification to an existing certificate/degree

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**
☐ Yes, minutes attached ☐ Approval Pending
☒ No Capital or Budgetary Impacts

If this is a modification to an existing certificate/degree, please specify the changes being made:
I am updated the name of PHO 23 to Introduction to Drone Photography.
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:
(Please note: This information will be presented to the Board of Trustees.)

This is an updated to Crime Scene Photography Essentials CE 1026 by updating the name of PHO 23 to Introduction to Drone Photography.

Required Documentation

Please submit this form and the documents outlined below to your college's Curriculum Program Coordinator and the District Technical Review committee via TechReview@rccd.edu. Please do not submit your proposal until all of the documentation below is complete.

All Degrees and Certificates

☐ Evidence of district-wide discipline communication
☐ College discipline minutes showing approval
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

Degrees and Certificates of 8 Units or More with Vocational TOPs Codes

In addition to the above, all degrees and certificates of 8 units or more with a vocational TOPs code must include the following to be submitted to the State Chancellor's Office for approval.*

☐ Labor Market Information and Analysis *(Required for new programs and modifications.)*
☐ Advisory Committee Recommendation *(Required for new programs and may be required for modifications. Check with the curriculum coordinator at your college to determine if a new recommendation is necessary.)*
☐ Regional Consortium Recommendation *(Required for new programs only.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for a photographic entrepreneurial environment, where they will be able to create a photography business, participate in photography related fields, or complete freelance work. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, how to start and manage a photography business, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio.

Item 2. Catalog Description

Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.

The Crime Scene Photography Essentials certificate provides students with the necessary skills to become a professional special event photographer. They will learn important needed skills from the understanding of how to manually operate a camera in a vast array of lighting situations, how to start and operate a photographic business, how to create a cohesive photographic style, professionally edit photographs, and create a photographic portfolio that is needed to enter the field of photography.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: ___6 units

Course	Title	Units	Sequencing
ADJ/PHO-27	Crime Scene Photography	3 3	1
PHO-20	Introduction to Digital Photography	3	1

Elective Courses: ___3 units

Course	Title	Units	Sequencing
PHO 9	Intermediate Photography	3	2
PHO 23	Introduction to Drone Photography	3	2

Total Program Units: __9_ units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This certificate exists in the Photography program students will be able to complete this degree with the new courses that are being created in order to complete this certificate and degree.

Item 7. Similar Programs at Other Colleges in Service Area

This is an existing certificate and degree in our program.

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate
Mount San Jacinto – Photography A.S., Photography Certificate
The community colleges listed above offer a variety of different photography certificates and Associates

degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

N/A

Program Outline of Record – Credit Degrees and Certificates

Program Outline

Title: Entrepreneurial Photography

Originator: Matthew Brabant **Date** 10/3/2025

Department: Photography

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

☐ **Moreno Valley College** ☐ **Norco College** ☒ **Riverside City College**
(Please note: All degrees and certificates are college specific. If multiple colleges wish to adopt this degree or certificate, a separate proposal and college specific supporting documents are required.)

TOPs Code: 1012.00 **CIP Code:** 10.0201

Type of Program:
☐ Certificate of Achievement only ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only ☒ Certificate of Achievement and Degree

Type of Associate Degree: ☐ Associate of Arts ☐ Associate of Science

This is a: ☐ New certificate/degree* ☒ Modification to an existing certificate/degree

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**
☐ Yes, minutes attached ☐ Approval Pending
☒ No Capital or Budgetary Impacts

If this is a modification to an existing certificate/degree, please specify the changes being made:
I am moving PHO 7 from the Photography Certificate and Associates (AS592/AS592B/AS592C/CE592) to this certificate and degree pattern (to the elective list).
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:
(Please note: This information will be presented to the Board of Trustees.)

This is an update to an existing Entrepreneurial Photography Certificate and degree (AS1037/AS1037B/AS1037C/CE1037) that adds the new class PHO-66 Self-Promotion for Photographers.

Required Documentation

Please submit this form and the documents outlined below to your college's Curriculum Program Coordinator and the District Technical Review committee via TechReview@rccd.edu. Please do not submit your proposal until all of the documentation below is complete.

All Degrees and Certificates

☐ Evidence of district-wide discipline communication
☐ College discipline minutes showing approval
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

Degrees and Certificates of 8 Units or More with Vocational TOPs Codes

In addition to the above, all degrees and certificates of 8 units or more with a vocational TOPs code must include the following to be submitted to the State Chancellor's Office for approval.*

☐ Labor Market Information and Analysis *(Required for new programs and modifications.)*
☐ Advisory Committee Recommendation *(Required for new programs and may be required for modifications. Check with the curriculum coordinator at your college to determine if a new recommendation is necessary.)*
☐ Regional Consortium Recommendation *(Required for new programs only.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for a photographic entrepreneurial environment, where they will be able to create a photography business, participate in photography related fields, or complete freelance work. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, how to start and manage a photography business, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio.

Item 2. Catalog Description

Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for a photographic entrepreneurial environment, where they will be able to create a photography business, participate in photography related fields, or complete freelance work. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, how to start and manage a photography business, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional level portfolio.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the ability to create and run a photography business
- Practice advanced business topics required for a photographic freelance environment
- Understand how to maintain a consistent photographic style throughout professional photography packages to present to clients and to complete assignments
- Create a creative and consistent brand of photography that addresses the geographic need of the photographic market
- Manage photographic lighting such as portable flashes and strobes as appropriate for freelance requirements
- Analyze contemporary trends in photography and understand how to creatively create work that is original and desirable

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: __12_ units

Course	Title	Units	Sequencing
PHO-8	Introduction to Film Photography	3	1

or PHO-20	Introduction to Digital Photography	3	
PHO-9	Intermediate Photography	3	1
PHO-14	Lighting for Photographers	3	3
PHO-19	Color Correction and the Photographic Portfolio	3	3

Elective Courses: ___6_ units

Course	Title	Units	Sequencing
PHO 15	Wedding and Event Photography	3	2
PHO 18	Photoshop, Lightroom, and Printing for Photographers	3	2
PHO 22	Photography for Social Media	3	2
PHO 67	Business Practices for Photographers	3	2
PHO 66	Self-Promotion for Photographers	3	2

Total Program Units: __18__ units

Item 4. Master Planning

This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections

15-20

Item 6. Place of Program in Curriculum/Similar Programs

This certificate exists in the Photography program students will be able to complete this degree with the new courses that are being created in order to complete this certificate and degree.

Item 7. Similar Programs at Other Colleges in Service Area

This is an existing certificate and degree in our program.

Cypress College – Creative Photo Arts Certificate, Digital Photography Certificate, Photography A.A., Photography Certificate, Portrait and Wedding Photography Certificate, UAV/UAS Drone Photography and Video Certificate
Mount San Jacinto – Photography A.S., Photography Certificate
The community colleges listed above offer a variety of different photography certificates and Associates

degrees. The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)

N/A

Program Outline of Record – Credit Degrees and Certificates

Program Outline

Title: Photography

Originator: Matthew Brabant **Date** 10/3/2025

Department: Photography

College/Learning Pathway/Engagement Center: Riverside - Advanced Technical Arts and Trades

☐ **Moreno Valley College** ☐ **Norco College** ☒ **Riverside City College**
(Please note: All degrees and certificates are college specific. If multiple colleges wish to adopt this degree or certificate, a separate proposal and college specific supporting documents are required.)

TOPs Code: 1012.00 **CIP Code:** 10.0201

Type of Program:
☐ Certificate of Achievement only ☐ Locally approved certificate (8-units or less) only
☐ Associate Degree only ☒ Certificate of Achievement and Degree

Type of Associate Degree: ☐ Associate of Arts ☐ Associate of Science

This is a: ☐ New certificate/degree* ☒ Modification to an existing certificate/degree

***New programs that require new facilities, positions, capital outlays, or have budgetary impacts must also be approved by Academic Senate and Strategic Planning before being submitted. Has this program been appropriately approved?**
☐ Yes, minutes attached ☐ Approval Pending
☒ No Capital or Budgetary Impacts

If this is a modification to an existing certificate/degree, please specify the changes being made:
I am adding PHO 33 Food and Product Photography to the Photography Certificate and Associates (AS592/AS592B/AS592C/CE592). I am moving PHO 23 Introduction to Drone Photography to the Drone Certificate/Associates (also submitted) and PHO 7 Medium and Large Format Film Photography to the new Creative Photography Certificate/Associates.
(Please be specific! Indicate any changes to title, description, learning outcomes, courses, unit values, etc.)

Rationale:
(Please note: This information will be presented to the Board of Trustees.)

Food and Product Photography (PHO 33) is being added to the Photography Certificate/Associates as an elective course to broaden the skillsets of the students completing this Certificate/Associates. Food and Product photography are valuable skills for students to be able to use in their photographic career.

Required Documentation

Please submit this form and the documents outlined below to your college's Curriculum Program Coordinator and the District Technical Review committee via TechReview@rccd.edu. Please do not

submit your proposal until all of the documentation below is complete.

All Degrees and Certificates

☐ Evidence of district-wide discipline communication
☐ College discipline minutes showing approval
☐ Department minutes showing approval
☐ Narrative *(see following page)*
☐ Transfer preparation documentation *(only if applicable)*

Degrees and Certificates of 8 Units or More with Vocational TOPs Codes

In addition to the above, all degrees and certificates of 8 units or more with a vocational TOPs code must include the following to be submitted to the State Chancellor's Office for approval.*

☐ Labor Market Information and Analysis *(Required for new programs and modifications.)*
☐ Advisory Committee Recommendation *(Required for new programs and may be required for modifications. Check with the curriculum coordinator at your college to determine if a new recommendation is necessary.)*
☐ Regional Consortium Recommendation *(Required for new programs only.)*

**Certificates between 8 and less than 16 units can be approved locally or can be submitted to the State Chancellor's Office for approval. Certificates of less than 8 units can only be approved locally. However, locally approved certificates will not appear on student transcripts.*

Program Narrative

Item 1. Program Goals and Objectives

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for professional photographic industries, where they will be able to stand out from the competition with cutting-edge contemporary experience and knowledge. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional-level portfolio. They will have the chance to explore modern technology such as drones and blend this knowledge with fortifying skills from commercial and advertising photography. Students also have the choice to learn about photojournalism, crime scene photography, or even advanced film photography with alternative processes.

Item 2. Catalog Description

Includes program requirements, prerequisite skills or enrollment limitations, program learning outcomes, and information relevant to program goal.

This program focuses on the principles and techniques of contemporary photography and the preparation of professional photographic practices. The goal is to prepare individuals for professional photographic industries, where they will be able to stand out from the competition with cutting-edge contemporary experience and knowledge. Students will learn how to create individual creative and professional photographic work, how to identify trends in photography, an analysis of contemporary photography, use photographic lighting equipment, professionally edit photographs using Adobe software, use photography as an art form, and to create a professional-level portfolio. They will have the chance to explore modern technology such as drones and blend this knowledge with fortifying skills from commercial and advertising photography. Students also have the choice to learn about photojournalism, crime scene photography, or even advanced film photography with alternative processes.

Item 3. Program Requirements

Includes course requirements and sequencing that reflect program goals. For degrees, the GE pattern and calculations used to reach the degree total must be shown following the program requirements table. Course titles and unit values must be exact.

Required Courses: ___12_ units

Course	Title	Units	Sequencing
PHO-8 or PHO-20	Introduction to Film Photography Introduction to Digital Photography	3 3	1
PHO-9	Intermediate Photography	3	1
PHO-14	Lighting for Photographers	3	3
PHO-19	Color Correction and the Photographic Portfolio	3	3

Elective Courses: ___6_ units

Course	Title	Units	Sequencing
PHO 11	Commercial and Advertising Photography	3	2
PHO 12	Photojournalism	3	2
ADJ/PHO-27	Forensic & Crime Scene Photography	3	2
PHO 33	Food and Product Photography	3	2

Total Program Units: 18 units

Item 4. Master Planning
This certificate will become part of the Photography department offered in the CTE Division at Riverside City College.

Item 5. Enrollment and Completer Projections
15-20

Item 6. Place of Program in Curriculum/Similar Programs
This certificate exists in the Photography program students will be able to complete this degree with the new courses that are being created in order to complete this certificate and degree.

Item 7. Similar Programs at Other Colleges in Service Area
This is an existing certificate and degree in our program.

Mount San Jacinto – Photography A.S., Photography Certificate
The community colleges listed above offer a variety of different photography certificates and Associates

The proposed certificate for Riverside City College will set this offering apart from other colleges by bringing the theory and practice of contemporary photography to technical and professional skillsets. Students will be able to take this knowledge and go directly into the photographic professional field of choosing or transfer to four-year institutions. This knowledge will provide a service to students seeking modern and professional photography knowledge in the Inland Empire.

Item 8. Transfer Preparation Information (if applicable)
N/A