



**CYPRESS COLLEGE
CURRICULUM COMMITTEE**

**Tuesday, December 3, 2019
(TLC) Teaching Learning Center in the LRC.
3:00 p.m.**

Minutes

Present: Silvie Grote (chair), Terry Carpenter, Allison Gotoh, Danny Lind, Marcus McMillan, Joseph Melodia, Joyce Peacock, Kathleen Reiland, Jacky Rangel, Larry Ramos, Patrick Tuufuli, Patti Spitler, Jane Jepson, Jane Walker

Absent: Bret Clarke, Carmen Dominguez

Attendees: Katy Realista, Virgil Adams

Guest: David Soto

Recorder: Marbelly Jairam

Call to Order: by Silvie Grote at 3:05 p.m.

Establish Quorum and Acknowledge Alternates- None

Adoption of the Agenda: MSP

Approval of November 29, 2019 minutes: MSP 8-0-2

Public Commentary (3 minutes per speaker): None

Articulation Report: Jacky Rangel, Articulation Officer- Articulation Officer shared with committee that she will be submitting to CSU GE and IGETC by the end of this week. Articulation Officer also shared with committee that Associate Degrees for Transfer (ADTs) are approved at the State within 45-60 days.

Chair Report

COCI update-The Chancellor Office Curriculum Inventory system will be shut down for maintenance from December 14 2019 to January 3 2020.

Cultural Diversity Committee--Subcommittee was established with the following members, Danny Lind, Jacky Rangel, Jane Walker and Joseph Melodia. The subcommittee will convene in spring 2020.

Infusing Diversity, Equity & Inclusion in the Curriculum-Curriculum Chair asked committee if anyone would be interested in attending a workshop that analyzes curriculum with an equity lens. Committee had a discussion on assessing course and program proposals with an equity minded lens.

FSA for Kinesiology: Proposed to add Kinesiology FSA **Action: MSP**

Information Item: Archaeology Technician Certificate-Adding honors courses (ANTH 101HC, ANTH 102HC and ENGL 100HC) that were left out by mistake. Board approved 11/12/2019 effective, Fall 2020. **Action: MSP**

Nursing fee changes-The following nursing courses have fee changes due to Clinical Placement fee from clinical sites. Courses are currently scheduled on the 12/10/2019 Board Agenda. **Action: MSP**

- NURS 192 C from \$5 to \$30
- NURS 193 C \$60
- NURS 196 C from \$40 to \$65
- NURS 197 C from \$28 to \$50
- NURS 292 C from \$49 to \$75
- NURS 297 C from \$45 to \$70

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AT 254 C T-TEN Brakes/Steering/ Suspension and Chassis Electronics Units:12 Lecture:9 Laboratory: 9 Action: MSP	*New Course *Prerequisite: AT 109 C, AT 110 C, AT 260 C *Hybrid *Class fee: \$30 *CSU Transfer	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 2-4.	2020 Fall	T-TEN has been a separate pathway for automotive students for 6 years. It is now evident that the related courses should have designated course numbers, titles and descriptions.
AT 270 C T-TEN Climate Control Systems Units:4 Lecture:3 Laboratory:3 Action: MSP	*New Course *Prerequisite: AT 260 C *Class fee: \$25 *Hybrid *CSU Transfer	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2020 Summer	T-TEN has been a separate pathway for automotive students for 6 years. It is now evident that the related courses should have designated course numbers, titles and descriptions.
AT 283 C T-TEN ICE/HV/EV Performance and Diagnosis Units:12 Lecture: 9 Laboratory:9 Action: MSP	*New Course *Prerequisite: AT 109 C, AT 260 C *Hybrid *Class fee: \$30 *CSU Transfer	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that provide extensive individualized feedback to develop vocational skills. With extensive involvement with the TTEN advisory committee) the recommendation was follow NATEF standard of 24, which maintains a safe working environment and meeting the TTEN requirement that students work in groups of two.	2020 Fall	T-TEN has been a separate pathway for automotive students for 6 years. It is now evident that the related courses should have designated course numbers, titles and descriptions.

MUSA 113 C Pop-Commercial Music Theory I Units:3 Lecture:3 Laboratory: 0 Action: MSP	*New Course *Prerequisite: MUS 101 C *CSU Transfer *UC Transfer Action: MSP	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This class is part of the commercial music program of study
MUSA 114 C Pop-Commercial Musicianship I Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: MUS 101 C *CSU Transfer *UC Transfer Action: MSP	25	Individualized Instruction- Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
MUSA 125 C Pop-Commercial Drumset Style and Technique I Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: none *Advisory: MUS 152 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
MUSA 147 C Pop-Commercial Vocal Style and Technique I Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: none *Advisory: MUSA 112 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the Commercial Music Program of Study
MUSA 152 C Pop-Commercial Brass Style and Technique I Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: none *Advisory: MUS 101 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the Commercial Music Program of Study
MUSA 155 C Pop-Commercial Music Ensemble Units:1 Lecture:0.5 Laboratory: 2.75 Action: MSP	*New Course *Prerequisite: Audition *Pass/No Pass/Letter Grade option *CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the Commercial Music Performance Program of Study
MUSA 213 C Pop-Commercial Music Theory II Units: 3 Lecture:3 Laboratory: 0 Action: MSP	*New Course *Prerequisite:MUSA 113C *CSU Transfer *UC Transfer Action: MSP	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the Commercial Music program of study

MUSA 214 C Pop-Commercial Musicianship II Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite:MUSA 114C *CSU Transfer *UC Transfer Action: MSP	25	Individualized Instruction- Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
MUSA 216 C Pop-Commercial Piano Style and Technique II Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: MUSA 116 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
MUSA 222 C Pop-Commercial Rhythm Guitar: Chords Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: none *Advisory: MUSA 121 C *CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
MUSA 223 C Pop-Commercial Lead Guitar: Scales/Arpeggios Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: MUSA 222 C *CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This Course is part of the Commercial Music Program of Study
MUSA 225 C Pop-Commercial Drumset Style and Technique II Units:1 Lecture:1 Laboratory:1 Action: MSP	*New Course *Prerequisite: MUSA 125 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
MUSA 247 C Pop-Commercial Vocal Style and Technique II Units:1 Lecture: 1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: MUSA 147 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This commercial vocal technique course is part of the new commercial music program of study. It has been created in order to support the completion of Commercial Music Certificates, Degrees and Transfers.

MUSA 252 C Pop-Commercial Brass Style and Technique II Units:1 Lecture:1 Laboratory: 1 Action: MSP	*New Course *Prerequisite: MUSA 152 C *CSU Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is part of the commercial music program of study
REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ANTH 231 C Field Course in Archaeology I Units:3 Lecture: 1 Laboratory: 6 Action: MSP	*Outline Update *Advisory revalidated *Catalog/Schedule Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	Program review Outline, advisory revalidated, catalog, schedule and textbook updated to better reflect course content.
ANTH 232 C Field Course in Archeology II Units: 3 Lecture:1 Laboratory: 6 Action: MSP	*Outline Update *Prerequisite revalidated *Advisory revalidated *Catalog/Schedule Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	Program review Outline, prerequisite revalidated, advisory revalidated, catalog, schedule and textbook updated to better reflect course content.
AT 260 C T-TEN Toyota Electrical Systems Units: 12 Lecture: 9 Laboratory: 9 Action: MSP	*Outline Update *Course number and title change from AT 112 C Toyota Electrical Systems *Prerequisite revalidated *Catalog/Schedule Description Update	24	Class size Justification for Automotive Technology courses: All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involves extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was to follow the industry standard of 12:1. While this is not feasible in our educational model, the student to instructor ratio of 24:1 allows us to maintain a safe working environment by creating collaborative work groups of 4.	2020 Fall	T-TEN has been using a cohort model with a pathway separate from the general auto tech courses for 6 years. The problems created by not having a separate set of courses compared to the auto tech general program has been enormous. Paul Kelley and I have proven that the T-TEN model is working for these students. Having a dedicated set of courses that reflect the curriculum and course outlines that we use will clean up issues that confuse students and also cause consternation for counseling when two different programs share most of the same course numbers. We also aligned the courses so that the course numbers are related to the ASE certification areas for each course (for example, AT 260 TTEN Toyota Electrical Systems prepares students for ASE test A6). Outline, course number, title, prerequisite, catalog and schedule description updated to better reflect course content.

ETHS 153 C Chicana-o and Latina- o Contemporary Issues Units:3 Lecture:3 Laboratory: 0 Action: MSP	*Outline Update *Class size change from 45 *Advisory revalidated *TOPS code change *Catalog/Schedule Description Update *Student Learning Outcomes Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program review Outline, class size, advisory revalidated, TOPS code, catalog, schedule and SLO's updated to better reflect course content. As per a discussion with President Schilling in January 2019, the pedagogical approach for this course warrants lowering the class size to 35.
HUSR 240 C Drugs and Alcohol in Our Society Units: 3 Lecture: 3 Laboratory: 0 Action: MSP	*Outline Update *C-ID: PHS 103	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program review Outline, course classification code and SAM code change updated to better reflect course content. Course content meets general education requirements under Social Science articulation for CSU/IGETC matriculation for NOCCD.
HUSR 270 C Introduction to Victimology Units: 3 Lecture:3 Laboratory:0 Action: MSP	*Outline Update *Class size change from 45 *Schedule Description Update *Student Learning Outcomes Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure. The class size will accommodate the highest level of interaction of students as well maximize the opportunity for student population to complete the required course curriculum.	2020 Fall	Program review Outline, class size, schedule description, textbook and SLO's updated to better reflect course content.
HUSR 271 C Society and Victimization Units:3 Lecture:3 Laboratory:0 Action: MSP	*Outline Update *Class size change from 45	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure. The current class size will assist in the facilitation of student interaction at the highest level, yet expedite the student population through the Human Services Certificate Program requirements.	2020 Fall	Program review Outline and class size updated to better reflect course content.
HUSR 290 C Human Services in Criminal Justice Units:3 Lecture:3 Laboratory:0 Action: MSP	*Outline Update *Class size change from 45	35	1.) While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. 2.) Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program review Outline and class size updated to better reflect course content.

HUSR 291 C Counseling in Criminal Justice Units:3 Lecture:3 Laboratory:0 Action: MSP	*Outline Update *Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. The current class size will facilitate the highest level of interaction for all students , while providing the ability to complete the requirement of the course program.	2020 Fall	Program review Outline and textbook updated to better reflect course content.
HUSR 294 C Careers in Criminal Justice Units:3 Lecture:3 Laboratory: 0 Action: MSP	*Outline Update *Class size change from 45	35	1.) Class time focuses on individualized instruction, student presentation time, and/or group learning. 2.) Requires three or more writing assignments using advanced analytical and critical thinking skills. 3.) Writing assignments are assessed for critical thinking, conceptual understanding, structure, style, mechanics and for concepts and structure	2020 Fall	Program review Outline and class size updated to better reflect course content. Re-evaluation of class size as it relates and is most appropriate for course instructional methodologies. The class size will provide the highest level of interaction and yet insure the facilitation of students through the Certificate Program
HUSR 295 C Cross-Cultural Criminology Units: 3 Lecture:3 Laboratory: 0 Action: MSP	*Outline Update *Class size change from 45 *Schedule Description Update	35	Re-evaluation of class size as it relates and is most appropriate for course instructional methodologies. The current amount of students is appropriate to complement the interaction and level of instruction needed to facilitate, demonstrate and incorporate participatory learning.	2020 Fall	Program review Outline, class size and schedule description update.
SOC 275 C Marriage and Family Units:3 Lecture:3 Laboratory:0 Action: MSP	*Outline Update *Advisory revalidated *Catalog Description Update *Textbook Update *Student Learning Outcomes Update *CSU GE: Area E Action : MSP	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2020 Fall	Program review Outline, advisory revalidated, catalog, textbook and SLO's updated to better reflect course content.
SOC 277 C Sociology of Religion Units:3 Lecture:3 Laboratory: 0 Action: Postponed- comments not addressed	*Outline Update *Advisory revalidated *Student Learning Outcomes Update	45	Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program review Outline, advisory revalidated and SLO's updated to better reflect course content. Propose revising course to include Cultural Diversity.

Meeting adjourned: 4:46 p.m.