

**CYPRESS COLLEGE
CURRICULUM COMMITTEE
Tuesday, February 5, 2019
3:00 p.m.**

MINUTES
(approved 2-19-19)

PRESENT: Silvie Grote (chair), Allison Gotoh, Jane Jepson, Danny Lind, Marcus McMillan, Joseph Melodia, Joyce Peacock, Jacquelyn Rangel, Kathleen Reiland, Jane Walker

ABSENT: Bret Clarke, Carlos Urquidi

GUESTS: Eldon Young, David Soto

Recorder: Terry Carpenter

Call to Order: by Silvie Grote at 3:07 pm

Establish Quorum and Acknowledge Alternates

Adoption of the Agenda: MSP as is

Approval of *December 4, 2018 minutes*: MSP

Public Commentary (3 minutes per speaker): none

Chair Report

Silvie welcomed everyone back and informed them that the new Vice President of Instruction (VPI) begins her job on February 11 and will attend our next meeting on February 19.

The OEI rubric that was approved last December was voted on at Senate and passed.

MOU's regarding faculty lab paid as lecture pay were discussed at Senate and a meeting with Administration, Mike Kasler in November. The decision was made to correct faculty assignments for Fall 2019 regardless if they are going through a curriculum revision. We do not have the ability to see what Fullerton College does since they do not list Instructor pay on their MDB in Curricunet but conversation are taking place about this.

Due to Dual enrollment, an exception has been made for three Chinese courses on the agenda today to add Hybrid along with the 5 year update of textbooks and revalidation of prerequisites.

The Senate President has shared his concern about certificates and the new funding formula and has asked for faculty to keep in mind the students needs, including time to completion and cost, when they put together certificates. Faculty shouldn't feel

pressured to change/add units. Faculty were reminded to be mindful of this.

Silvie informed the committee that in the Curricunet approval process, a review step was added for the Chair at level 3.5 and a step for the Reps to review Launched curriculum was added at level 4.5. Reps will need to review the curriculum at this level and make sure all requested comments/changes were addressed and if not they can send it back to the originator to correct. Faculty were reminded to continue discussion with their colleagues regarding workflow in the CNet.

The 2018-2019 Catalog Addendum has been uploaded to the website now.

Kathleen Reiland reported on Program Mapper and the current Onboarding process. The system was built off of eLumen and there have been challenges in getting the data off Curricunet and loading it in. The first program to be mapped will be Administrative Justice (AJ) and then all the ADTs will be mapped.

Division Representative reports – 2020/21 curriculum cycle course submission progress

Each Curriculum Rep reported on the status of their department's curriculum in the current prelaunch cycle for fall 2020. A few faculty requested an extension from the February 1 deadline and they will be prelaunched by the end of the week or ASAP. In the future Deans need to be sent the Curriculum cycle due dates.

Approval of Kinesiology as a discipline (FSA)

Motion to approve KIN as a discipline for the FSA to be added.

ACTION: MSP

Distribution of Courses for 2019-2020 Catalog - Laurie

Postponed to the next meeting.

Review timeline process

Completed earlier in the meeting conversations.

Individual course articulation process

Jacky provided detailed information regarding the process and timeline of the various articulations and C-ID approvals. She will send the powerpoint out to the committee for reference.

Jacky attended a meeting of the Education Services Technology Team (ESTT) and provided a brief explanation of the committee role. David Soto explained that after curriculum is DCCC approved, this committee is the back support in preparation for Banner 9 and uniformity of curriculum throughout the District.

Silvie added that the software systems eLumen and Courseleaf that are being proposed to replace Curricunet, will have hands on presentations at each campus. They are looking at various dates and rooms available with computers for the demos. David Soto shared plans for holding the demos by the end of February.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CHIN 101 C Elementary Chinese-Mandarin I Units: 5 Lecture: 5 Laboratory: 0 ACTION: MSP	* Distance Education Hybrid added * Textbook 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.	2019 Fall	Adding Hybrid for dual enrollment instruction. Textbook update
CHIN 102 C Elementary Chinese-Mandarin II Units: 5 Lecture: 5 Laboratory: 0 ACTION: MSP	* Distance Education Hybrid added * Prerequisite revalidated * Textbook 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.	2019 Fall	Adding Hybrid for dual enrollment instruction. Textbook update.
CHIN 203 C Intermediate Chinese-Mandarin III Units: 5 Lecture: 5 Laboratory: 0 ACTION: MSP	* Catalog Description Update * Distance Education Hybrid added * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Adding Hybrid for dual enrollment instruction Catalog description and textbook update.