

**CYPRESS COLLEGE  
CURRICULUM COMMITTEE  
Tuesday, October 16, 2018  
3:00 p.m.**

**MINUTES**  
(approved 10-23-18)

**PRESENT:** Silvie Grote (chair), Allison Gotoh, Jane Jepson, Danny Lind, Marcus McMillan, Joseph Melodia, Joyce Peacock, Jacquelyn Rangel, Kathleen Reiland, Ann Solis, Patrick Tuufuli, Carlos Urquidi, Jane Walker

**ABSENT:** Mike Kasler

**GUESTS:** Holly Iris, Laurie Triefenbach, Kathy Wada, Alison Robertson, Eldon Young

**Recorder:** Terry Carpenter

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

**Approval of October 9, 2018 minutes: MSP**

**Chair Report**

Kathy Wada was introduced and she provided a Power Point Presentation about Guided Pathways ESL Milestone Certificates. This is a new innovation and would make ESL Certificates possible. These would align with AB705 and the principles of Guided Pathways. Kathy distributed information that included many examples of SEM, Business/CIS, Kinesiology, Language Arts, Health Science, and CTE proposed Cypress College Guided Pathways Milestone Certificates.

The committee was asked if they have any presenters they would like to come and speak at the curriculum meetings. Kathleen McAlister will be speaking about changes to Distance Education at a future meeting. Please let Silvie know if you think of anyone that you would like to have speak at a meeting.

Silvie attended the Regional area D meeting last Saturday and shared with the committee the resolutions in progress. She reviewed the ones related to Curriculum. These will be voted on in November at the Plenary Session.

Silvie reported on the DCCC meeting from last Friday. The discussion about the software process included that the District will provide, in writing, a timeline, background and details before Oct. 26. The next demo meeting is scheduled for Monday, October 22 from 10:00 am – 3:00 pm at the District. Silvie read the names of a few Cypress faculty who will attend this demo.

The fall curriculum meeting dates were reviewed and Silvie asked if there were any items that needed to be submitted late, please do so in the next two weeks. The review process will be discussed at a future meeting.

Jacky provided an update and a spreadsheet handout on the Program Submissions to the State.

Laurie commented that in her Tech Review she made suggestions regarding the schedule descriptions needing more information details and the various ways the prerequisite language is listed in the Catalog Description. Ex: with a minimum grade of “C” or with a grade of “C” or better. She asked the committee what language they prefer and there was discussion about the differences in Curricunet in the prerequisite screen and the catalog/schedule description boxes. The screens will be checked in Curricunet to see what can be changed.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DANC 147 C Costume Design for Dance Units:3 Lecture:1 Laboratory:6 <b>ACTION: MSP</b>	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area: 3A <b>ACTION: MSP</b>	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Proposed for transfer. The course will be in a series of design and technical aspects of dance.
DANC 149 C Light Design for Dance Units:3 Lecture:1 Laboratory:6 <b>ACTION: MSP</b>	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area: 3A <b>ACTION: MSP</b>	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	The course will be part of the technical course series that will be in a CTE certificate.
DANC 151 C Dance and Technology Units:2 Lecture:1 Laboratory:3 <b>ACTION: MSP</b>	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area 3A <b>ACTION: MSP</b>	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Technology and dance are the field of the future. A comprehensive understanding of the moving body is a requirement to teach this course. We need to prepare our students for the work place.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COMM 340 C Communication for Health Services Units: 3 Lecture: 3 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Schedule Description Update * Title change * Prerequisite revalidated * Advisories revalidated * Textbook Update	20	The Cypress College Baccalaureate Advisory Group recommends a maximum of 20 students for a seminar-style course to allow for in- depth class discussion and student presentations	2019 Fall	Outline, schedule, title and textbook updated to better reflect course content.
ESL 051 C Intermediate Pronunciation Units: 2 Lecture: 2 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning. Students are engage in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ESL 052 C Intermediate ESL Grammar 1 Units: 3 Lecture: 3 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes	25	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students. "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. 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	Program Review Outline and textbook updated to better reflect course content.

<p>ESL 053 C Intermediate ESL Grammar 2 Units: 3 Lecture: 3 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes</p>	<p>25</p>	<p>ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students. "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. 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</p>	<p>2019 Fall</p>	<p>Program Review Outline and textbook updated to better reflect course content.</p>
<p>ESL 054 C Intermediate Academic Oral Skills NNS Units: 2 Lecture: 2 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite change to eligibility for ESL 081 C or higher * Textbook Update</p>	<p>20</p>	<p>ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning. Students are engage in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students.</p>	<p>2019 Fall</p>	<p>Program Review Outline, catalog, schedule and textbook updated to better reflect course content.</p>
<p>ESL 062 C Advanced ESL Grammar 1 Units: 3 Lecture: 3 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes</p>	<p>30</p>	<p>ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. "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</p>	<p>2019 Fall</p>	<p>Program Review Outline and textbook updated to better reflect course content.</p>

<p>ESL 063 C Advanced ESL Grammar 2 Units: 3 Lecture: 3 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes</p>	<p>30</p>	<p>ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. "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</p>	<p>2019 Fall</p>	<p>Program Review Outline and textbook updated to better reflect course content.</p>
<p>ESL 064 C Advanced Academic Oral Skills NNS Units: 2 Lecture: 2 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update</p>	<p>20</p>	<p>ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning. Students are engage in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students.</p>	<p>2019 Fall</p>	<p>Program Review Outline, catalog, schedule and textbook updated to better reflect course content.</p>
<p>ESL 066 C Advanced ESL Reading Units: 3 Lecture: 3 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update</p>	<p>30</p>	<p>ESL classes are designed to provide specialized instruction and individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning.</p>	<p>2019 Fall</p>	<p>Program Review Outline, catalog, schedule and textbook updated to better reflect course content.</p>
<p>JAPN 100 C Spoken Japanese for Beginners Units: 3 Lecture: 3 Laboratory: 0</p> <p><b>ACTION: MSP</b></p>	<p>* Outline Update * Schedule Description Update * Textbook Update</p>	<p>35</p>	<p>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.</p>	<p>2019 Fall</p>	<p>Program Review Outline and textbook updated to better reflect course content.</p>

JAPN 101 C Elementary Japanese I Units: 5 Lecture: 5 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	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	Program Review Outline and textbook updated to better reflect course content.
JAPN 102 C Elementary Japanese II Units: 5 Lecture: 5 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Prerequisite change and revalidated * Textbook Update * IGETC: Area 3B <b>ACTION: MSP</b>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
JAPN 200 C Conversational Japanese Units: 2 Lecture: 2 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes * IGETC: Area 3B and Area 6A * AAGE: Area C2 <b>ACTION: MSP</b>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
JAPN 201 C Study of Kanji Units: 3 Lecture: 3 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Schedule Description Update * Repeatability removed * Prerequisites revalidated and revision to a minimum grade of "C" in JAPN 101 C or JAPN 102 C * 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	Program Review Outline, catalog and textbook updated to better reflect course content.
JAPN 203 C Intermediate Japanese III Units: 4 Lecture: 4 Laboratory: 0  <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Prerequisite wording change and 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	Program Review Outline, catalog and textbook updated to better reflect course content.

JAPN 204 C Intermediate Japanese IV Units: 4 Lecture: 4 Laboratory: 0 <b>ACTION: MSP</b>	* Outline Update * Catalog Description Update * Prerequisite wording change and revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
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REVISED DEGREES/CERTIFICATES				
DEGREE			EFF DATE	JUSTIFICATION
Anthropology	<b>Associate in Arts Degree Anthropology</b>		2019 Fall	Changing ANTH 211 C to ANTH 212 C  No total unit change
<b>ACTION: MSP</b>	Required Courses			
		Units		
ANTH101 C	Biological Anthropology	3		
	or			
ANTH101HC	Honors Biological Anthropology	3		
ANTH101LC	Biological Anthropology Lab	1		
ANTH102 C	Cultural Anthropology	3		
	or			
ANTH102HC	Honors Cultural Anthropology	3		
ANTH103 C	Introduction to Archaeology	3		
	or			
ANTH106 C	Human Prehistory and Ancient Civilizations	3		
ANTH105 C	Introduction to Linguistic Anthropology	3		
Six (6) units or more from the following Anthropology Elective Courses				
		Units		
ANTH103 C	Introduction to Archaeology	3		
	or			
ANTH106 C	Human Prehistory and Ancient Civilizations	3		
ANTH104 C	Comparative Cultures	3		
ANTH107 C	Magic, Witchcraft and Religion	3		
ANTH121 C	Native North America	3		
ANTH208 C	Anthropology of Death	3		
ANTH210 C	Introduction to Forensic Anthropology	3		
ANTH212 C	Applied and Practicing Anthropology	3		
ANTH225 C	Ancient Cultures of Mexico and Central America	3		
ANTH231 C	Field Course in Archaeology I	3		
ANTH232 C	Field Course in Archaeology II	3		
Total Units		19		

Anthropology  <b>ACTION: MSP</b>	<b>Associate in Arts in Anthropology for Transfer</b>		2019 Fall	Changing ANTH 211 C to ANTH 212 C  No total unit change	
	Required Core: 9 units				Units
	ANTH101 C	Biological Anthropology			3
		or			
	ANTH101HC	Honors Biological Anthropology			3
	ANTH102 C	Cultural Anthropology			3
		or			
	ANTH102HC	Honors Cultural Anthropology			3
	ANTH103 C	Introduction to Archaeology			3
	List A - Select 4-5 units minimum from the following (ANTH 101LC plus one other):				
					Units
	ANTH101LC	Biological Anthropology Lab			1
		and			
	ANTH105 C	Introduction to Linguistic Anthropology			3
		or			
	ANTH106 C	Human Prehistory and Ancient Civilizations			3
	ANTH107 C	Magic, Witchcraft and Religion			3
		or			
	ANTH121 C	Native North America			3
		or			
	MATH120 C	Introduction to Probability and Statistics			4
		or			
	PSY161 C	Probability and Statistics-Social Sciences			4
		or			
	PSY161HC	Honors Probability and Statistics-Social Sciences			4
		or			
	SOC161 C	Probability and Statistics-Social Sciences			4
		or			
	SOC161HC	Honors Probability and Statistics-Social Sciences			4
	List B - Select 3-4 units minimum from List A courses not already taken.				
List C - Select 3 units minimum from List A courses not already taken, or from the following:					
		Units			
ANTH104 C	Comparative Cultures	3			
	or				
ANTH210 C	Introduction to Forensic Anthropology	3			
	or				
ANTH208 C	Anthropology of Death	3			
	or				
ANTH225 C	Ancient Cultures of Mexico and Central America	3			
	or				
ANTH212 C	Applied and Practicing Anthropology	3			
	or				
ANTH231 C	Field Course in Archaeology I	3			
	or				
ANTH232 C	Field Course in Archaeology II	3			
Total Units		19 - 21			



**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION																																																																																	
Mortuary Science  <b>ACTION: MSP</b>	<p><b>Bachelor in Science Degree in Funeral Service</b></p> <p>Prerequisite - Associate Degree from ABFSE-Accredited Funeral Service/Mortuary Science Program (41-50 units in the major)</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td colspan="2">Acceptance into Baccalaureate degree pilot program</td> <td></td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <td colspan="2">Embalmer License</td> <td></td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <td colspan="2">Funeral Director License</td> <td></td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td colspan="2">Funeral Service Practitioner certification</td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="3">Required upper division major courses (32 units) of which 12 units will be from MORT 497 C and MORT 498 C</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT402 C</td> <td>Funeral Service Standards of Practice</td> <td>3</td> </tr> <tr> <td>MORT430 C</td> <td>Cemetery and Crematory Operations</td> <td>3</td> </tr> <tr> <td>MORT450 C</td> <td>Issues and Trends in Funeral Service</td> <td>3</td> </tr> <tr> <td>MORT482 C</td> <td>Clinical Embalming Externship</td> <td>4</td> </tr> <tr> <td>MORT492 C</td> <td>Funeral Service Externship</td> <td>4</td> </tr> <tr> <td>MORT495 C</td> <td>Mortuary Jurisprudence</td> <td>3</td> </tr> <tr> <td colspan="2">MORT 497 C and MORT 498 C (12 units total)</td> <td></td> </tr> <tr> <td colspan="2">Upper division general education courses (9 units minimum)</td> <td>Units</td> </tr> <tr> <td>ANTH308 C</td> <td>Anthropology of Death for Mortuary Science</td> <td>3</td> </tr> <tr> <td>COMM340 C</td> <td>Communication for Health Services</td> <td>3</td> </tr> <tr> <td>ENGL310 C</td> <td>Advanced Writing in the Health Sciences</td> <td>4</td> </tr> <tr> <td>HS361 C</td> <td>Dying/Death and Grief/Mourning</td> <td>3</td> </tr> <tr> <td>PHIL400 C</td> <td>Business Ethics</td> <td>3</td> </tr> <tr> <td colspan="3">Students can take any upper division general education courses. One needs to emphasize communication, computation, or composition.</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="2">Total Units</td> <td>41-42</td> </tr> </table>			Units	Acceptance into Baccalaureate degree pilot program				and		Embalmer License				and		Funeral Director License				or		Funeral Service Practitioner certification						Required upper division major courses (32 units) of which 12 units will be from MORT 497 C and MORT 498 C					Units	MORT402 C	Funeral Service Standards of Practice	3	MORT430 C	Cemetery and Crematory Operations	3	MORT450 C	Issues and Trends in Funeral Service	3	MORT482 C	Clinical Embalming Externship	4	MORT492 C	Funeral Service Externship	4	MORT495 C	Mortuary Jurisprudence	3	MORT 497 C and MORT 498 C (12 units total)			Upper division general education courses (9 units minimum)		Units	ANTH308 C	Anthropology of Death for Mortuary Science	3	COMM340 C	Communication for Health Services	3	ENGL310 C	Advanced Writing in the Health Sciences	4	HS361 C	Dying/Death and Grief/Mourning	3	PHIL400 C	Business Ethics	3	Students can take any upper division general education courses. One needs to emphasize communication, computation, or composition.						Total Units		41-42	2019 Fall	Title change on COMM 340 C  No total unit change
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